



Arizona State Library, Archives and Public Records

ANNUAL REPORT 2001

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ARIZONA STATE LEGISLATURE
MEETING NOTICE

OPEN TO THE PUBLIC
BOARD OF LIBRARY, ARCHIVES AND PUBLIC RECORDS

DATE: August 28, 2001
TIME: 10:00 a.m.
PLACE: Arizona State Senate – First Floor Caucus Room

AGENDA

Call to Order

Introductions

Adoption of Minutes – October 5, 2000

Summary of Activities/Director's Report

- Report of Accomplishments
- Grants Update
- Statewide Library Development Commission/LSTA
- Economic Development Support
 - Public Libraries Wired
 - Economic Development Centers
 - Computer Labs
- Capital Campaign – Status
- Sunset Review Final Recommendation – Arizona Historical Advisory Commission
- Braille and Talking Book Library Newslines®

Follow Up on 45th First Regular Legislation Session

- Budget – Status of Projects
- Polly Rosenbaum Archives Building – Status
- Cultural Heritage Economic Development Legislation

New Business

- ALERT – Members/Background Materials
- No Wrong Door – Agency Communication

Order to be Set by Chairman

Randall Gnant, President of the Senate, Chair
James Weiers, Speaker of the House

Ruth Solomon, Senator
Kathi Foster, Representative

President Randall Gnant, Chair

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**BOARD OF LIBRARY, ARCHIVES AND PUBLIC RECORDS
MINUTES OF
AUGUST 28, 2001 MEETING**

The Board of Library, Archives and Public Records met at 10:00 a.m. on August 28, 2001 at the Arizona State Senate in the First Floor Caucus Room, 1700 West Washington, Phoenix, Arizona 85007.

Members

Randall Gnant, President of the Senate, Chair
Arizona State Senate
James Weiers, Speaker of the House
Arizona State House of Representatives
Kathi Foster, Representative
Arizona House of Representatives
Ruth Solomon, Senator
Arizona State Senate

ASLAPR Staff

GladysAnn Wells, Director
Arizona State Library, Archives and Public Records
Lisa Beyer, Curator
Museum Division
Tony Bucci, Deputy Director
State Law Library
Michael Carman, Division Director
Museum Division
Sandra Everett, Deputy Division Director
Braille and Talking Book Library
Janet Fisher, Division Director
Law and Research Library Division
David Hooper, Director
Boards, Commissions and Development
Hal Holady, Deputy Director
Records Management Division
Kim Huber, LSTA Consultant
Library Development Division
Melissa Moore, Deputy Division Director
Museum Division
Leslie Norton, Executive Assistant
Director's Office
Linda Montgomery, Division Director
Braille and Talking Book Library
Melanie Sturgeon, Division Director
History and Archives Division
Carol Westwood, Director of Operations
Director's Office

Legislative Staff

Michael Bradley, Director of Policy
Arizona House of Representatives
Michael Braun, Executive Director
Arizona Legislative Council
Glenn Davis, General Counsel, Democratic Caucus
Arizona State Senate
Jill Young, Fiscal Analyst
Joint Legislative Budget Committee

Guests

Agnes Griffen, Director
Tucson-Pima Public Library
Stacy Marshall
Governor's Office
Sharyn Pennington
Arizona Library Association
Bruce Ringwald
Arizona Department of Administration
Ken Rozen, Legislative Liaison
Arizona State Land Department
Russell Savage
Secretary of State's Office
Susan M. Shearn
Arizona Department of Administration
Dan Shilling, Executive Director
Arizona Humanities Council

CALL TO ORDER

The Chair, President Gnant, called the meeting to order at 10:08 a.m.

INTRODUCTIONS

The Chair, President Gnant: Seeing that this is the first time for many of us in this row, and there are some new faces. GladysAnn (Wells) why don't you all do us a favor and introduce everybody to everybody else.

Mr. President and members of the Board: (Wells) I think that the members of our staff will introduce themselves in their remarks, but I am very pleased to say that today we have with us Sharyn Pennington, representing the Arizona Library Association; Dan Shilling, from the Arizona Humanities Council; Ken Rosen from the Arizona State Land Department who has worked with us on several of these issues; Bruce Ringwald and Susan Shearn from Department of Administration who are working with us on the new building; and Russ Savage, from the Secretary of State's Office.

ADOPTION OF MINUTES

The Chair, President Gnant: The first item of business is the adoption of minutes from the October 5, 2000 meeting. I guess you have had a chance to peruse those minutes. If there are no objections, the minutes will stand approved as read.

SUMMARY OF ACTIVITIES/DIRECTOR'S REPORT

The Chair, President Gnant: I will now turn the meeting over to GladysAnn (Wells) from here on out to see us through.

Meeting Packet

Mr. President, members of the Board: (Wells) you have before you, something that I am very happy about (holding up a big notebook). Although we report annually to all of you, we decided to put together an accumulation of the four years of the revitalization of the agency, so that you would have in one place all the information from budgetary to strategic planning, reports of accomplishments, grants updates, etc. So, that is what this huge notebook is – it is a complete record of everything including the Sunset Report right on straight through (1997-2000).

This (holding up a spiral notebook), I'm happy to announce, is the RPF (Request for Proposals) for the architects for the new building which went out. We will be speaking more about this later.

This (holding up the agency's brochure) summarizes our work and most importantly, up front, as inserts an updated list of our names, addresses, phone, emails for all of us, included a map so that you can find all of our buildings, and our vision, mission, and our "we will be successful when" statement. We have just had these inserts redone to reflect changes that will be mentioned today. It is a good thumbnail sketch of who we are and what we do.

Report Of Accomplishments And Grants Update

Since you have the *Report of Accomplishments* in your packet, and the *Grants Update*, I will not take a great deal of time, except I am very proud to say that we have been recognized by the Arizona Humanities Council as the Special Friend to the Humanities Council this year and we will be receiving an award about that.

We have also just received notification that *Arizona's Capitol: A Century of Change* has been ranked in the top three of educational sites by the National Association by Interpretation. We won't know where we are in that top three, but we do know that we are in the top three. *Arizona's Capitol: A Century of Change*, our website about the Capitol Centennial, was worked on by a group of staff from the various divisions – I'm very pleased about that.

We are planning a special exhibit in honor of the Pearl Harbor anniversary. We did do a temporary exhibit and pulled some things out of storage in response to Representative Gray who asked why we didn't have more up. It is hard with half of the building undergoing renovation to make sure that we have everything that everyone would like to see out at all times.

We had 16,850 school children through the Capitol this last fiscal year. We do tours and work with the Legislators from those districts so that they can meet and greet the kids. I remain very concerned that we turned away at least that many because of the building not being open for full service and because right now some of our artifacts are stored in renovated space – which is something that we will be talking to you about. We are solving this problem slowly, and the new building will of course solve it. We are here with solutions, but they are not quite online yet.

I worked very closely, as many of you know, with Representative Hatch-Miller with the UCITA effort. I have been invited to give a presentation on fair use and for sale for the Bar Association this fall.

We have a lot of new exhibits on line. Thanks to the Arizona State Land Department, we have some wonderful new maps for public service. We have done some wonderful TV presentations about our special collections and the archives which is always nice because it helps people understand who we are. We have preserved 25 more newspaper titles.

The U.S. Paper Project, Arizona version, is alive and well. Many of you remember when we started four years ago, we thought we were going to have to give the money back because it was in such a mess – now it is one of the best in the country.

Secretary Bayless was our keynote at the Arizona Convocation. We were very happy about that. Senator Hamilton came as well.

We have been featured for our economic development work, both at the Tribal Economic Summit, and the Association of Counties where I followed you (Gnant) on the podium – even though you didn't stay for the presentation I noticed.

The NHPRC (National Historical Publications and Records Commission) has asked to us to please support the First Archivists Project, which is a project for the Native American Archivists for the West and we will be the fiscal agent for that.

Our grants now total over \$11 million. We have two grants pending. For a state agency of our size, that is a pretty impressive record over the last four years. Most of that money went to your districts and the districts of everybody else who works in the Legislature, rather than to us. It is hard to get money for state operations, but we were able to get project money.

We think that have received more National Leadership grants, which is sort of the cream of the crop for the federal library program, than any other state – certainly we have participated in more than any other state. That was one of our goals.

That is an overview of the year since we last met. I would like to go on to our presentation.

Statewide Library Development Commission/LSTA

Statewide Library Development Commission

Mr. President; members of the Board: Hello, I am Agnes M. Griffen, Chairperson of the Statewide Library Development Commission, a group of about 30 citizen library advocates and library & museum people, appointed by the State Librarian to serve from March 2000 through December 2001.

The Commission is charged with taking a visionary look at the future of library services and with developing a comprehensive set of policy recommendations to improve library services for the people of Arizona in the 21st century. The statewide development plan for libraries will present a vision for library services and a plan for ensuring the greatest access to information and cultural resources for all Arizonans. The development plan will include policy recommendations, implementation guidelines and action steps, as well as evaluation methods. This plan would inform the next five-year LSTA plan (2002-07) and document programmatic and funding needs for libraries to be included in the State Library biennial budget for 2004-05. I also hope it will provide some basis for people at the local level to get better funding.

Included among the 30 members are five library users and Friends of the Library members, a museum director, directors of both city and county public libraries and directors of large academic and community college libraries, as well as health sciences, law, and other special librarians. Also represented are tribal, church, and museum librarians. Staff support has been provided by the State Library and Libraries for the Future – a national organization who has an office in Phoenix. You'll be hearing more about them in the future – they have been wonderful in helping us out with additional thinking assistance, which is always difficult when you are doing a plan.

After an initial round table at the Arizona Convocation in March 2000, the Commission has met four times, and expects to meet once or twice more before concluding its business at the end of this year.

When Governor Hull initiated the Arizona Partnership for the New Economy (APNE) process in May 2000, we were just getting starting with the Commission's work. We decided to take a little sideline because we felt that what the APNE Commission was doing was an important part of what we needed to accomplish in pointing out the relationship between libraries and economic development. We got some of our members to participate in the deliberations of the five "Hot Teams," that met throughout that year. We learned, to our advantage, that showing up is the most important thing in serving on task forces, because a lot of people get appointed so that they can put it on their resumes, and don't show up. By having people, who weren't appointed, but did show up and participated and talked, we were able to make a difference.

Our intent was to ensure that libraries would be seen as logical stakeholders and active players in the development of the new economy, with specific educational roles and economic development functions to support the emerging knowledge society – that is the business that we are in. People often take us for granted and don't understand that. Early in 2001, the Commission prepared a White Paper on "The Role of Arizona Libraries in the APNE Process," (in the packet) presenting the library response to the basic principles of the New Economy as well as to the thematic topics of E-Learning & New Talent; Knowledge Leaders, Entrepreneurs & Capital; New Commerce & Creative Communities; Building Connections to Opportunity; and the E-Government Edge.

By December 2001, a draft Statewide Library Development Plan will be completed. This plan should serve as a roadmap for future policy and funding discussions for the State Library, reflecting the visions and values of library services and systems throughout the state. We also hope that this plan can be used to build broad public support from leaders and policy makers as well as the media, and that it will strengthen the identity, cohesion and voice of the library community. It may also serve as a tool that libraries can use in their own communities to highlight the value of library services in order to build support for improved funding at all levels. Because, let me tell you, library services in this state are funding very, very poorly at the local level, as well as at the state level. We appreciate any funding we can get, but we have a long ways to go. In case you didn't know, we are number 50 in books per capita and that includes Washington, D.C. At the state level, we hope that the plan will inform both the 2004-05 State Library budget submittal as well as the new five-year plan required for federal funding through the Institute for Museum and Library Services.

I want to thank a lot of the staff who helped with the plan. GladysAnn (Wells) was behind us all the way and attended all of the meetings. Leslie Norton helped us a lot. Jane Kolbe was there as a strong right hand – if the not the left hand. The one person who has been very helpful to us is Rhian Evans, from the Libraries for the Future.

Library Services and Technology Act (LSTA)

Mr. President; members of the Board: I am Dr. Jane Kolbe, Division Director of the Library Development Division. I am filling in a little more about the LSTA part of what Agnes (Griffen) mentioned, which is the Library Services and Technology Act which promotes access to learning and information resources of all types of libraries for individuals of all ages. Through this federal legislation, IMLS provides funds to State Library Agencies using a state population-based formula. For Arizona this has meant about \$2.5 million. State Libraries may use the appropriation to support statewide initiatives and services; they may also distribute the funds through competitive sub-grant competitions.

LSTA has two broad priorities for this funding. The first is for activities using technology for information sharing between libraries and between libraries and other community services. The second is for programs that make library resources more accessible to urban, rural, or low-income residents, and others who have difficulty using library services or in reading print material. Arizona has taken advantage of all parts of the program.

A couple of grant examples would be:

- The Phoenix Art Museum is now linked to the Phoenix Public Library, so that the Art Museum's 25,000 book collection, which is a very wonderful and unique fine arts collection, is now accessible through the Phoenix Public Library and really to anyone that has access to the Internet.
- The collaboration between the State Library and the Arizona Humanities Council on a one-of-a-kind workshop that was about partnering and partnerships and marketing these collaborations. This one-day program offered discussion and examples that highlighted the potential for collaboration between libraries and museums. As a result of this workshop, there were seven institutions that did get planning grants as a result of their coming together and learning about collaboration.

Each state has developed a five-year plan outlining its state programs. Arizona's plan, 1998-2002, is in the process of its required evaluation. We are one of several states that started evaluation early in order to be able to provide data to the federal agency - IMLS, and library leaders and member of Congress about the value of this investment.

The Arizona Plan had four main priorities:

- Support the improvement and enhancement of services by providing and effectively using technology to make available and deliver information.
- Establish partnerships and collaborations with cultural institutions and agencies serving the public.
- Target library and information services to persons that have difficulty using a library or traditional print materials.
- Develop and provide a program of training and retraining of person in libraries, cultural and archival institutions using both new and traditional delivery methods.

Dr. Joan Lippincott, Assistant Director of the Coalition of Networked Information, is a person that we engaged to provide the required evaluation. We agreed the assessment she is doing will cover:

- An in-depth study of technology and collaboration efforts, because we felt that this is the most important part of this program
- An evaluation of LSTA as a leverage to other funds
- An evaluation of the agency's 5-year plan to see how the accomplishments have met the established goals, and
- An evaluation of the agency's performance as the LSTA administering agency.

The preliminary findings that she has provided to us show that Arizona will receive very high marks for how these LSTA funds have impacted communities. Many new partnerships have been developed as a result of the program. There is a recognition and expansion of the value of resource sharing. Training and continuing education programs have had improved and expanded. Computer availability has been greatly enhanced. Almost every public library in Arizona has at least one computer and is connected to the Internet and the statewide databases that are offered as a result of LSTA funding.

We look forward to the completed evaluation this fall. It will be used, along with the work of the Statewide Commission that has been previously reported, to inform ongoing development of libraries in Arizona, including the next 5-year plan.

Foster question: You have indicated that almost every public library in Arizona has at least one computer. Can you tell me which libraries don't?

Griffen response: There are a few that are part of systems, but very informally part of county library systems. So they are not linked completely. There are some, for example in Coconino County, the Flagstaff area, that are not connected. But, almost every other one is. There is still one or two very private little libraries that don't quite function fully as libraries.

Kolbe response: There are places like Tuba City, for example, where Internet access isn't exactly what they expect it to be in the future. It's partly the rural situation – a telecommunication issue. It's not that the library is unwilling or that computers are not available. It's a matter of that last inch. That last inch is as critical as the first mile.

Wells response: For the most part, thanks to a lot of work and the LSTA money and the State-Grants-In-Aid, almost every public library that is not so geographically isolated that we couldn't get through via a satellite dish or some other way, has the option. There are a few private libraries that are run by volunteers that just haven't wanted to do it yet – but we are working with them. We say "almost" because we are afraid that there might be one somewhere that that is a private library that we don't know very much about.

Economic Development Support

Mr. President, members of the Board: (Wells pointing to a chart in the meeting packet) The blue squares represent all of the public libraries. The green triangles are where the Economic Development Information Centers are located. The red dots are where the Computer Labs are. What we found out, Agnes' (Griffen) team who did the APNE work, is that the public libraries in Arizona are really the only telecommunications grid for the average citizen or the small businessman who wants to do marketing research. We actually provide, through our federal money, online databases. So it doesn't matter if you are in Bowie, Fredonia, Oatman, Winslow or Phoenix, you have some core Internet information available to you at your doorstep – at your public library. We are just working to upgrade that all of the time. We actually serve as Internet service providers for rural areas that can't get service any other way, a business we would dearly love to get out of. We are working very closely with the technology assessments that are being done under the New Economy work, to try to make sure that libraries are completely used in that grid. Hopefully as that model gets better and better defined, we can get out of ISP (Internet Service Provider Network) business. For right now, we are the only link that some of those rural areas have to the Internet, and we feel it is too important not to continue it.

Thanks to your (Gnant's) invitation, and Jill's (Young's) help from JLBC, we do have the information in the packet that shows the Economic Development Information Centers (EDIC). We have just put up a new database that is very specialized and very expensive. We are doing it as a pilot that delivers international level kind of marketing, business planning, all that kind of foundation for economic development work that we haven't had available in Arizona before. It does allow that anybody, anywhere near one of the EDICs, has available to them all of the information available for building a business, designing a business plan, getting financing, marketing their products, and even getting a patent – because lots of time people do not know where to go to get that information.

Weiers comment: It's called the SBA (Small Business Association).

Wells response: We work with the Small Business Association a lot and work with the Business Development Administration, the local units - the Chambers of Commerce and the Community Colleges. We try and make sure that there is a librarian trained in everything that is available in each location of the EDIC. The average citizen doesn't know where to start, but if they get to their public library, they will. We do think that the public libraries are a one-stop connection with a world of information, and also with life long learning. Sometimes it is the only institution in the community that is open to everybody.

Capital Campaign – Status

Mr. President; members of the Board: Good morning. I am Michael Carman from the Museum Division.

Our first phase of fund raising for continuation of construction work on the Capitol Museum has produced about \$115,000 for continuation of construction work on the Capitol Museum. Of that \$11,340 has been in cash. Most of this money has come in response to your letters to people immediately associated with the Capitol and our rotunda donation box.

The most exciting development that has come from your letter asking for private support has been an offer from Salt River Project to donate approximately \$76,300 to the building fund to work on the rotunda. They have offered us money to do a restoration of a painting of Roosevelt Dam, because of obvious reason - connection to them. They have also offered to fund an exhibit on Judge Joseph Kibbey who was very active in the very early phases of SRP and as a judge and an attorney, who went on to become Territorial Governor. They want to focus on him as an outstanding example of the many people who were active in water development and in politics in both the territorial and statehood periods. It is a very exciting development, and we are very grateful to SRP.

Another similar offer has recently arrived from our friends at the Arizona Department of Game and Fish. We had an exhibit on this very popular department on the first floor a few years ago and they would like to do it again. Game and Fish has offered \$30,000 to do two rooms on the second floor, to complete the renovation work in those two rooms. We are very excited and are looking forward to that.

We are waiting for decisions on two of the three grants for construction work submitted earlier this year. One funding agency, the Pulliam Foundation declined the opportunity to support our efforts. The remaining two grant applications are for the National Endowment for the Humanities and the National Park Service. We expect to hear from them later this summer.

Solomon question: Did we understand you to say that this \$30,000 is from Game and Fish Department's budget?

Carman response: No, this money is from a federal grant that they are getting for education. They are using \$30,000 of that grant to the educational element in our exhibit.

Sunset Review Final Recommendation – Arizona Historical Advisory Commission

Mr. President; members of the Board: (Wells) The next topic is a report back to you on the Sunset Review Final Recommendation regarding the Arizona Historical Advisory Commission. Many, many thanks due to Legislative Council, especially to Ken Behringer, who has stuck with this issue through thick and thin, as well as the State Land Department, Ken Rozen, and The Arizona State Museum, Dr. Gummerman.

The good news is that we believe that the answer to the Sunset Review question as to whether or not we are the best place for this board is yes we are, for the simple reason that we don't have any oars in any of those waters. We don't have jurisdiction. So, we feel that we are able to judge and provide a forum that is fair for everybody. We think that we are the best placement for it, we think that is useful to have something like this, all the people who deal with artifactual history and recorded history can meet and talk things out. We are very happy to report that there is a significant amount of progress in looking at the Antiquities statute vis-à-vis, the historic preservation statute. We have a meeting this afternoon, and have an extensive review of the statute from the Arizona State Museum on our agenda, and an equally extensive, equally passionate counterpoint from the Arizona State Land Department. So we will be talking about that today, and I hope to bring something to you of that conversation. I still remain concerned that there isn't a way for the Arizona Historical Advisory Commission to be any more than a forum. There isn't any way to build that consensus, there is no way to be sure that with equals among equals in opposition that there is a way to decide whose proposal goes forward.

We're still working on it, but if you all decide that this commission is the kind of thing that we should have in Arizona, I do think that it is in the right place and it has certainly come a long way from basically bon-bon conversation to now where they are grappling with these two statutes. So, with your permission, we will continue and report back.

Braille and Talking Book Library Newsline®

Mr. President; members of the Board: I am Linda Montgomery, Division Director of the Braille and Talking Book Library.

The library provides statewide service to individuals who are blind, visually impaired or physically disabled. The library hadn't been painted or had the carpet replaced since it was built in 1982. Now almost 20 years later, we have new carpet, paint and modular furniture on the first floor. The project included painting the exterior, new doors to meet current fire codes, rewiring and other small improvements. Seventeen refurbished workstations were bought at a considerable savings. The entire project, at just over \$70,000, was paid for by combining Library Services and Construction Act (LSCA) federal funds and Talking Book Library donations. In 1999 another LSCA grant was matched with donated funds for the compact mobile shelving project at a cost of \$198,000.

I'd also like to update you on the progress of Arizona Newsline® that began service in March 2000. The State Legislature, City of Phoenix and DES Rehabilitation Services Administration continue to fund this project that currently provides access to newspapers over the phone for only Phoenix, Prescott and Tucson area individuals. The good news from the National Federation of the Blind, the organization that developed this service, is they plan to provide a nationwide 800 number by March 2002. We'll still be required to pay an annual maintenance fee, and the cost of all calls from Arizona, but Newsline® will be available statewide and will provide access to over 40 newspapers from across the nation. Thank you for your help in securing funding from the Legislature to continue providing Newsline®. It means equal access to the news for those who are blind or visually impaired.

Foster question: So, once this gets up in March 2002, and it is statewide, will people be able to use the service from their home, or will they have to come to your library?

Weiers comment: It's over the phone line.

Montgomery response: It will be accessed by the home phone. A person will be able to dial in to over 40 newspapers at that time. We currently provide four.

Weiers question: How do they know what they want to hear read? Can I call in and tell you that I want you to read me the Phoenix Gazette from first to every section?

Montgomery response: What happens is they are able to press certain buttons to select which newspaper they would like. Currently we have the Wall Street Journal, the Los Angeles Times, U.S. News, and the Arizona Republic. We hope to expand to additional local newspapers as soon as it is possible for them to do that for us. By pressing certain buttons, they select which newspaper they would like. Then by pressing certain numbers, they select which section of the newspaper they would like. If they don't like the first article, they can press a number to move on to another article.

Weiers question: So the entire section literally is available?

Montgomery response: yes it is. They hope to add voice activation in the future, which will make it easier for more people to use this service who have difficulty with pressing buttons.

Weiers question: So the people literally would be making choices I guess off the headers, the titles of the articles?

Montgomery response: Yes, and be able to speak their selection – for example by saying Wall Street Journal.

Weiers comment: Interesting.

Wells comment: It allows them to profile what they want to know.

Weiers comment: You got one recording obviously that is computerized or digitized and they are just accessing that chip, so you don't have 15 people reading all of the time.

Montgomery response: Exactly.

Foster question: Doesn't somebody have to read it to begin with?

Solomon response: No, you scan it.

Wells comment: I think we are very pleased with this whole program. It's actually received some special funding from our federal Institute of Museum and Library Services so that all of the other states that have not been able to bring up the service will at least have the core service. It is a way for them to even get job information pretty easily.

Mr. President, members of the Board: (Wells) This concludes the summary of activities. I am happy to note that we have done very well statistically with public libraries in the last year. You all know that our population base, well with that population base, we loaned 29 million items, and had 20,283,531 visits to public libraries in Arizona last year. So it is an active constituent group, and we are looking forward to continuing to work with them.

FOLLOW UP ON 45TH FIRST REGULAR LEGISLATION SESSION

Budget – Status of Projects

General Budget

Mr. President; members of the Board: I am Carol Westwood, Director of Operations for the agency.

For the second year, the agency has experienced a lower turnover rate that is lower than the state's annualized turnover rate of 17.6%. During FY 01, the agency's turnover rate was 12.4%, down from the previous year of 13%. This reduction in turnover is the result of the increase in salaries to be more commensurate with the requirements of the job and also to more adequately compensate staff skills and abilities. Consequently, we are able to retain more trained staff. We are also able to recruit more qualified applicants for vacant positions because salaries are more competitive than those we could previously offer.

Although all of the agency's positions are exempt from the State Personnel Merit System Rules, not all staff has elected to accept uncovered positions. Currently 68% of the agency's staff is uncovered. We are surprised and pleased by the number of staff who have voluntarily elected to accept uncovered positions and relinquish their covered status.

We have re-aligned the agency's resources to provide better customer service and are in the process of recruiting for some key vacancies, including a technology position, 2 deputy directors for the State Law Library and Museum, and a Library Consultant. We are anticipating recruiting for an archivist position to work at the off-site records' facility along with the recently hired warehouse technician.

We have replaced several pieces of equipment that were becoming expensive to maintain and operate as well as purchased new equipment that enables us to better serve our customers. The additional funding budgeted for the State Grants-in-Aid program enabled us to provide support to some libraries that would not have otherwise been available. As part of our ongoing effort to provide excellent service, we are looking for ways to improve our efficiency and effectiveness with the resources available.

Thank you for your generous support which has been extremely important in allowing the agency to achieve these successes.

Wells comment: Thank you very much. That is a very big difference. When you have core competencies as complicated as ours, it helps to not be re-training every ten seconds.

Temporary Off-Site Storage (TOSS)

Mr. President; members of the Board: I am Dr. Melanie Sturgeon, Division Director of the History and Archives Division.

As a result of SB1004, now known as the Records Services Fund, the Archives, Research Library, and Museum have secured a temporary, off-site storage facility where our fragile documents, publications and artifacts are stored. This clean, air-conditioned building enables us to maintain a more environmentally friendly atmosphere for these historical materials. For archives, this means that more than 9,000 linear feet of the state's unpublished, historical government records are no longer stored in a facility where the humidity fluctuates wildly in the summertime. In fact, we were able to persuade former Governor Sam Goddard to transfer his official papers to us because of the stable temperatures in the new off-site storage area. As a result, my staff is now processing these important government records.

In addition to better environmental controls, the nearly 8,000 sq. ft. of storage space allocated for archival materials will allow us to take in several thousand boxes of additional records that are scattered in a number of government agencies throughout the state.

Weiers question: Where is this location at?

Wells response: 3440 W. Louis.

For the library, this means that less frequently used, fragile materials will be shelved in a constant temperature and will free up much-needed space for new state and federal documents. For the museum, the removal of artifacts previously held in restored rooms in the state capitol, has opened new space for exhibits. We are excited about the opportunities for preservation and expansion that this building provides for each of our Divisions.

Gnant question: Does this mean you don't have all of that stuff stacked up on the 3rd and 4th floor anymore?

Wells response: Mr. President, no, we still have the stacks. We have made a dent – we're working our way towards that – slowly by surely. We are excited about the opportunities for preservation and expansion that this building provides for each of our Divisions, and the improved environment encourages a much needed transition storage space for our materials until we can move them into the state-of-the art new Polly Rosenbaum Building.

Solomon question: My concern has also been with the Historical Society, which has been known as the "Hysterical Society" from time to time, with regards to some of their artifacts and sensitive documents and pictures. Is there any on-going discussion with the Board of the Director of the Historical Society?

Wells response: Mr. President, Senator Solomon, I really have not had too much of an opportunity to talk with Anne Woosley (Director of the Historical Society) – I have met with her twice. She has indicated that she is interested, much more interested than perhaps previous directors of the Historical Society, in partnership. Quite frankly, our own artifactual and other storage needs are so profound, and the fact that we have to, by law, take materials from all other local government units and all other kinds of government units, that I had not considered the needs of the Historical Society. I realize that they do have a severe problem. In fact, in some of their museums – not so much the Tucson or Phoenix (Tempe) museums – are in serious trouble with leaky roofs, and everything else. They do have some very precious and very unique stuff.

Solomon comment: They do indeed. They did have a problem in Tucson, but that has been resolved thanks to some funding. It was critical, but there are other areas, other issues.

Wells response: Mr. President, Senator Solomon, we actually do have a little bit of a dividing line in our types of collections. We tend to concentrate on governmental histories, territorial and state history, and people who have been in public office. The Historical Society concentrates on the more private history – farming families, industrial, etc. So it is a public/private partnership, our collections really don't duplicate each other, they compliment each other. I'm hoping that we can work more closely together, because I have been disturbed by the inability to do so.

Solomon comment: Thank you.

Polly Rosenbaum Archives Building – Status

Archives Building Update

Mr. President, members of the Board: My name is David Hooper, Director for Boards, Commissions and Development.

There is no better way to begin this report than to thank you and your colleagues for authorizing construction of the Polly Rosenbaum Archives Building. Thank you also to the Friends of Arizona Archives for drawing attention to the plight of our materials. We have joined them to co-sponsor a series of educational forums about the project.

The building site is on land owned by the state, between 19th and 20th Avenues and Madison and Jackson Streets. Preliminary plans call for a 120,000 square foot facility. The estimated budget for design, construction, and equipment is \$20,000,000.

There are 5 functional priorities for the building, based in recommendations from our Sunset Review. The building will:

1. Protect unique materials now in custody of the State Library, Archives and Public Records.
2. Provide capacity to protect those unique materials for which we have statutory responsibility, but do not have in custody
3. Provide the first major not-for-profit treatment facility for Arizona government and other unique research materials
4. Provide a state-of-the-art laboratory for repair and conservation of those materials
5. Enhance research access to unique materials through use of emerging technologies.

An RFP was issued on July 31, and more than fifty representatives from architectural and engineering firms attended the pre-proposal conference two weeks later. Representatives from our agency and ADOA and an outside architect will evaluate proposals beginning August 31. They will interview three to five finalists on October 1 and probably make a decision that day. Contract negotiations may take a month.

ADOA hopes to have preliminary schematic drawings by February 2002 for review by the JCCR and the participating lending institution. It will then issue Certificates of Participation in March. The estimated duration of the project is 26 months. The architecture/engineering firm will provide oversight throughout the construction.

The Polly Rosenbaum Archives Building will be a state-of the-art facility for the preservation and appreciation of Arizona's past. Thank you for honoring her in this way.

Foster comment: I'm so happy that I'm still here to see this happen – I hung out long enough to see this happen.

Mr. President, members of the Board: (Wells) Our goal is to use all technological possibilities to provide access to materials wherever they are. As you know, we have a variety of buildings. Whether someone has walked into the Law Library or into the Hall of Fame Museum, or is working in the New Archives Building, we want to make sure that wherever our collections are they are available. It is kind of modeled after the Electronic Reference Station that we have in the House and Senate Research areas, where we can provide all of the material in any library in the world on demand. We do that with our own collections. We are carefully putting our pennies together and earmarking funds, whenever possible, to try and work on that technological solution.

We have invited the Friends of the Arizona Archives to be very much a part of the development of the public room of the new facility, but I do have a serious concern that we also represent the needs of many other constituent groups – like the school children who need to visit the classroom of our State Capitol. Therefore, we need to get those artifacts out of their way so that we can use them properly and not just store them. So, we balance all of the needs of our collections and buildings, and try and make sure that each one of our facilities does the most it can from its position.

As you can see from where the new site is located (draws attention to a building directory of the Capitol Mall area and points to selected site for the new archives facility), it is not a public service building per se, it is really a storage treatment facility. It doesn't lend itself well to extensive public service, but we do know that we need to have a room in that building where people can go so that we are not shipping materials back and forth and out of climate control. So working with that, Melanie Sturgeon's staff have taken the assignment to decide what kind of technology we need, what collections need to be digitized, and what collections need to be replicated, so that we have access to them.

I'm pretty excited about the new archives building. I think we are going to provide extended service because of the ability to have things protected, cleaned, and indexed, rather than just shoved in a corner.

We brought our working program document for the new building to the Department of Administration (copies provided to the Board). They were rather astounded, and said that it was more information than they had ever had for any building at the start up. We have talked with a lot of people, done a lot of research – we went to every records and storage facility in this country to take the best of the best for our building – so that we use every penny wisely.

Cultural Heritage Economic Development Legislation (HB2206)

Mr. President, members of the Board: (Wells) As you all know, you passed this legislation and the Governor vetoed it. This legislation was to provide money to help the cultural institutions of Arizona do product development, to package what they have, because we have found that in states like Connecticut and Maine that have programs like this, that it means real money. If people have something to stay in a town and see, they stay overnight, they stay for dinner. It does develop a revenue stream. We are very disappointed about that veto, however with our conversations with all of you and your staff, we realize that the fiscal situation isn't absolutely perfect.

Weiers comment: No it's horrible.

So, because we are a Legislative agency, and because it is in a non-budget year, we did withdraw from the primary advocacy role for that legislation. Representative Carruthers was going to be here today to thank you for your involvement with it, but he couldn't be here at the last minute. We do believe in this legislation – I think you will see it in some format. I wanted you to know that we feel strongly that it could help Arizona's localities. I think there may be a way to do it – it is a proven concept. We remain ready and very eager to work with whomever you decide should do it. I just wanted to let you know why we were not bring that forward for your consideration at this time.

NEW BUSINESS

State Law Library and Government Information Locator System (GILS)

Mr. President; members of the Board: I am Janet Fisher, Division Director of the State Law and Research Library Division.

The State Library, Archives and Public Records addresses the life cycle of state publications of all types and formats. The “born digital” format has created some particular issues for indexing, collection and preservation. Following the passage of SB1087, in the Second Session of the 44th Legislature, we began pilot testing a Government Information Locator System (GILS) to index and point to current web publications from state agencies. We have also worked on digitization projects with legislative materials (bill folders and legislative study reports), and researched scenarios for caching and preserving state agency publications. In all of these activities we are drawing expertise from not one but several of our divisions. In efforts to maintain our focus on digital government and our activities related to it we now have designated a Director of Digital Government Information, Richard Pearce-Moses, who was unable to be here with us today.

ALERT – Members/Background Materials

Mr. President, members of the Board: (Wells) unfortunately one of the things that happens, when you improve your agency, is that some of your people get tapped for national slots. Richard Pearce-Moses is right now serving on the Board of Directors for the Society of American Archivists, and he is at there meeting. So pretend that I am Richard.

Hal (Holady), please hold up some of the display items at the back of the room, to give the Board an idea of why we think this is an issue. Hal please hold up the book. As you know, when you have something written, you can always read it. It may fade, but you can work with it. That is where records started.

Now Hal, hold up some of those other things. I remember floppy discs. We cannot read them now. So, we have to work very, very hard with all of the different branches of government. We have chosen to do it through the Arizona ‘Lectronic Records Task Force (ALERT). The Arizona Historical Records Advisory Board established the ALERT to advise the Library on procedures, policies, and regulations to manage electronic records. Members of ALERT come from all branches of government, including the Secretary of State, GITA, the Auditor General, the Arizona Office of the Courts, and members of the Legislature.

Weiers question: What do you mean that you can’t read floppys?

Wells response: In many cases, the ones that Hal is holding up, the equipment and software to read that particular version software are no longer available. The same is true with digital format – the computer tapes. If they have been on their side too long, they get scrambled.

So what we are trying to do is work across branches of government. We work with GITA, so that when people set up systems, they set up in a system the capacity to pick up as records series those that are essential for retention, and we treat those somewhat differently throughout the whole life cycle.

The same problem is with state agency web sites. For example, at the federal level, the day after the inauguration, several of my library colleagues went into their offices and found their web site down. In a change of administration, there is a change of focus. All of that material was lost. That is happening day and day out as state agencies put on their website what they use to put in print. So we are working very hard with them, with GITA, with the Secretary of State, and others like Representative Hatch-Miller and Senator Martin who have been very interested in this as well, to try and figure out a way that we can cache that material at least once on a snapshot basis. So we make sure that the state still has the evidentiary material it needs to defend itself, and to explain its accountability to the citizens. It is not anything that anybody has a cookie cutter solution for yet. I think that our approach to have a life cycle approach is one that several other states are looking at seriously, because much is different when material is borne digital and never sees paper.

I am happy that we have someone like Richard Pearce-Moses to work with us, because he is credentialed in all three professions. He comes to it with some training as a records manager, an archivist, and he is also a practicing librarian – so it gives us a chance to approach it in different points

It is a major problem for the State, it is also a problem at the federal level. I have just been reappointed to the American Library Association Committee on Legislation, Subcommittee on Government Information, for the third year in a row. That subcommittee will be working with the E-Government bill at the federal level. Senator McCain is a co-sponsor of the bill. There is a lot of activity in this area, because no one has an answer yet.

I just wanted you to know that we are working on it, and we feel pretty optimistic that this group of people is going to be part of the solution.

Merging of State Law Library and the Research Library Into One Division

Mr. President; members of the Board: (Fisher). The vacancy of any agency position calls for a re-thinking of the position and its relationship to the agency. We have done just that with the Law Library. The Law Library was originally a part of the Research Division until January, 1998 when we experimented with designated the law library as its own division. This designation was questioned when the division director position became vacant. In efforts to bring more coordination and collaboration between divisions and to merge “like” functions, the Law Library was brought together once again with the Research Library. I am serving as Director of the new Law and Research Library Division, and Tony Bucci has been named the Deputy Director for Legal Information Services. (Wells introduced Tony Bucci).

Wells comment: We are recruiting for a Deputy Director for the General Reference Services.

No Wrong Door – Agency Communication

Mr. President; members of the Board: (Wells referring to chart). As you know – at least Senator Solomon and Representative Foster know, we have really come a long way in a short period of time. We decided, about a year and a half ago, that we really wanted to focus on our organization and communication structure. We wanted a structured way to continuously update our policies and procedures, which at that point had never been touched – or at least not touched in twenty years. We also wanted to make sure that any staff member, at any point in the organization, could get an answer to a question in the most comfortable way. We wanted to simplify the interaction of our management team, because as you see from the chart, I, as a Director, have many more direct reports than is considered optimum.

What has developed over a course of time and a lot of conversation is what we are calling “No Wrong Door” policy. Our “No Wrong Door” policy is intended to empower and enable our agency and each staff member to participate at a variety of levels and opportunities. No matter where someone starts with a question or a comment, our structure should lead to the answer or the appropriate administrative unit.

We kept our divisions, because for us these six divisions represent core competencies. Museum people work with museum people to develop exhibits. The mechanisms that will enable us to communicate and share tasks both within and between our divisions are as shown on the chart.

All of our management work on the *A-Team*, which is the decision point for policies and procedures, or changes in direction within the agency.

The Division Directors and representatives from the Director’s Office come together in an *Executive Group*. We have two Executive Groups so that they swap off. That means that four or five people work together intensively helping to manage the agency for three or four months, and then they get a break and the second group serves. Each member of one group is teamed with a member from the other group to ensure that if something is discussed in one group that their counterpart team members should know, that the information is conveyed. Their working together has helped us institutionalize a way of working across division lines and taking the strength from all of our various professions.

The *Clusters* bring together work that goes across division lines. One cluster is Technology. As you know, technology is ubiquitous. When we decide on one program – everybody regardless of whether they are in the Museum or Archives needs to be on that one program so it can be supported. Another cluster is our Boards and Commissions, because we have so many commissions and boards that we needed to be able to put all those together to make sure that everybody knew what was going on and was represented at the right table to make decisions. Two other clusters are our Outreach and Special Events, and the Administrative. The Clusters ensure that we have a way to make sure that all the folks from all of the divisions and the various aspects of the Director's Office are represented at the table as decisions are made and discussions are held.

As you can see (pointing to the chart), the employees can come in at any point with a question.

This organizational structure is pretty ambitious. I think that it is working much better now. We actually sent a memo out to all staff and had our first staff meeting to discuss the new organizational structure. Our “thank you” to the Senate for allowing us to use space in the Senate for this meeting. We have decided to have an all staff meeting at least twice a year.

CLOSING

Mr. President, members of the Board: (Wells) this concludes our presentation to you.

The Chair asked if there were any comments.

Solomon comment: Representative Foster and I are not new to this Board. As you know, we hired you (Wells). It was a good day for us when you accepted, and clearly we have seen the changes over the years. You've heard me say this at other Board meetings, and the staff has heard me say this at Board meetings. But, each time you come before us, there is more, more, more good news. I was particularly delighted to hear how staff turnover has decreased. I know that salaries are important – I don't minimize salaries – we all need to live. But, I also know that good leadership and management is important as well. It doesn't matter what you are paid, if you are unhappy in your work, you don't work well. So, in addition to what we have been able to do with regard to providing some assistance in salaries, it's good management that you and your team provide to the employees that really makes our library the special place that it is now and one that is seen nationally as a source of pride for us and for the country. So, I thank you and I thank all members of your staff. I hope you will share that with the employees.

Gnant comment: And those good words are in lieu of a salary adjustment (all present laugh)!

Wells response: Yes that's right – you have taken very good care of me. I would like to note, Mr. President, that I think that Senator Solomon and Representative Foster know how nervous I get about these meetings and how extensive the preparation is. This is the first meeting that the staff took care of it in its entirety. I have been on the east coast moving my mother to Arizona into a care facility, and so all of the work for this meeting was done by the people around this table (Division Directors), and especially by Leslie (Norton) in the back corner.

Gnant comment: You guys did a good job (Board members all clap)! On behalf of all of you who made presentations, thank you for them. For those of you that didn't – thank you for coming and your interest. I am sure that you understand that Library and Archives isn't the first thing that a legislator thinks of when he is getting ready to start a session, but what is remarkable is that you guys keep plugging away at it, and you don't let us forget. That is important. As a history major, I am doubly appreciative of that. So, once again, thank you for all your efforts, whether you work for the state, whether you work for one of the groups that supports us in what we are doing. Thanks much.

ADJOURNMENT

There being no further business, the meeting adjourned at 11:08 a.m.

Respectfully submitted,

Leslie Norton
Executive Assistant to GladysAnn Wells
Arizona State Library, Archives and Public Records

MEETING PACKET

Agenda – Board of Library, Archives and Public Records (August 28, 2001 Meeting)

Minutes – Board of Library, Archives and Public Records (October 5, 2000 Meeting)

Report of Accomplishments – Arizona State Library, Archives and Public Records (October 2000 – July 2001)

Partnerships to Grants to Arizona – Arizona State Library, Archives and Public Records (1997 – August 22, 2001)

White Paper – *The Role of Arizona Libraries in the APNE Process*

Charts – *Arizona Public Libraries; Economic Development Information Centers; Computer Training Labs*

Booklet and Inserts – Arizona State Library, Archives and Public Records

Brochure – ALERT - *Arizona 'Lectronic Records Taskforce*

HANDOUTS

Cumulative Annual Reports 1997-2000: Arizona State Library, Archives and Public Records

Notice of Request for Proposal (RFP), No. 03-0030, for a new Arizona State Library, Archives and Public Records Multi-Purpose Facility.

VISUALS

Map: Arizona Department of Administration's Building Directory of the Capitol Mall area – identifying site for new Polly Rosenbaum Archives Building

Chart: Arizona State Library, Archives and Public Records – Agency Operations

DISPLAY

History and Archives Division Display: A box from the Governor Sam Goddard Collection brought as an example of a collection that is in the process of being organized and transferred to acid-free folders and boxes.

Braille and Talking Book Library Display: a Talking Book cassette player; one cassette book from the Arizona collection (*Arizona Highways Heritage Cookbook*), one from the National Library Service collection (*Who Moved My Cheese?*), and the children's book *House Mouse, Senate Mouse* recorded by Congressman Hayworth, along with the print copies of each book; applications for service; and the Arizona Friends of Talking Books newsletter.

ACCOMPLISHMENTS

OCTOBER 2000 – JULY 2001

HIGHLIGHTS

GOAL ONE: ENHANCED LEGISLATIVE SERVICE

- HB2631, Chapter 236, the General Appropriations Act, provides a General Funds increase over the biennium for: salary increases for various positions whose salaries are below market rates; equipment and research service contracts; digitization of the archives catalog; continuation of the amount for state grants-in-aid to urban, rural, and tribal libraries begun by Laws 2000; and extending Radio Reading Service for the Blind to Yuma.
- Collaborated with legislators 134 times to have them meet with a total of 5,519 students from their districts. Reports to members of the House of Representative and Senate about school and other constituent tours in their districts on a weekly basis.
- Visited Tucson Legislative office to provide an overview of *Political Universe* and other online services as well as other services available through the library.
- Surveyed law-related web sites and sent “Keeping Current” email messages to legislative staff regarding recent case decisions and how to access them electronically.

GOAL TWO: PROVIDING ACCESS

- Awarded 67 grants to 53 Arizona libraries and museums for a total of \$952,910 in funds allocated to it by the federal Institute for Museum and Library Services (IMLS) under provisions of the Library Services and Technology Act (LSTA). Grants awarded were to help communities use technology to bring information to people in new and effective ways and to assure that information is accessible to all.
- Assisted, for the fourth year, Arizona libraries in applying for E-Rate discounts, provided by the Telecommunications Act of 1996. This act extends the Universal Service Fund by providing discounts on telecommunications costs to rural health providers, schools, and libraries. Arizona libraries received \$318,403 (to date) in refunds or credits for Year Four – 2001.

- Opened four new exhibits including the interactive *Tale of Two Chambers* exhibit on the legislative process, *A Century of Change* on the history of the Capitol, *Kate Cory Encounters Arizona* on Arizona Artist Kate Cory, and *Arizona's World War I Heroes* at the Hall of Fame.
- Acquired five significant acquisitions for the Maps collection:
 - Over 1,000 topographical maps of Arizona from the State Office of the U.S. Bureau of Land Management
 - Over 300 1990 census maps from the Population Statistics unit at the Department of Economic Security (DES)
 - Over 120 maps from the State Land Department which show current surface land ownership for the entire state
 - Over 200 original Sanborn fire insurance maps of several Arizona cities (ca. 1900-1930's) with some other related materials (gift provided to Archives). The State Library is the only institution in Phoenix metro area with paper originals.
 - Electronic maps of the 2000 Arizona census tract boundaries and proposed redistricting boundaries.
- Enhanced the online catalog by creating and updating records for the library's collections of Arizona city audits, telephone directories on microfiche, Arizona and Mexican law books, and atlases and maps of the state.

GOAL THREE: PRESERVING ARIZONA

- Passage of HB2632, Chapter 237, the Capitol Outlay Appropriations Act, provides \$1.6 million in General Funds in FY2003 to ADOA for the Certificate of Participation (COP) costs for the lease-purchase of the design and construction of a state archives building and related infrastructure. HB2632 also give the Director of ADOA the authority to enter into a lease-purchase agreement for the issuance of COP's in an amount not to exceed \$20 million for the state archives building. In addition, HB 2632 requires that the building be named after Polly Rosenbaum. Although FY2002 funding for this project was vetoed by the Governor, the agency was able to borrow against fourth quarter acquisitions funds to hire a DOA project manager to begin the Request for Proposals (RFP) and schematic phases of the project, to be repaid from the COPs.
- The Arizona Historical Records Advisory Board (AHRAB) established the Arizona 'Electronic Records Task Force (ALERT) to advise the agency on procedures, policies, and regulations to manage electronic records to ensure that Arizona's historical records will be preserved for the future. Members of ALERT come from all branches of government including the Secretary of State, GITA, the Auditor General, the Arizona Office of the Courts, and members of the Legislature.
- As a result of SB1004, now known as the Records Services Fund, the agency has secured a temporary, off-site storage facility (referred to as TOSS) where the

agency's fragile documents, publications and artifacts are stored in an environmentally friendly atmosphere.

- Provided monthly noontime family history workshops for government employees and the public. The class became very popular. Added a second session to accommodate the more than 100 people who attend each month. Provided genealogical presentations throughout the state on the variety of original documents available for family history research in the Genealogy Collection and State Archives, serving a total of 1,200 people.
- Hosted four television broadcasts in the Archives stacks focusing on the one-of-a-kind materials there and the need for more adequate environmental controls for preservation.
- Through the Arizona Newspaper Project, filmed 222,747 pages of Arizona newspapers, resulting in 269 rolls of microfilm. The figure represents 25 titles: 2 from Apache County, 7 from Cochise, 1 from Coconino, 2 from Gila, 2 from Greenlee, 1 from La Paz, 5 from Maricopa, 1 from Mohave, 2 from Pinal, 1 from Yavapai, and 1 from Yuma.

GOAL FOUR: PROMOTING STATEWIDE COLLABORATION

- Hosted the third annual Arizona Convocation building collaboration among librarians, archivists, museum professionals, historians, genealogists, records managers, preservationists, conservators, and others responsible for and interested in preserving Arizona's cultural heritage. Betsey Bayless, Secretary of State, did the keynote address, and Senator Darden Hamilton, provided special remarks.
- Partnered with the School of Information Resources and Library Service (SIRLS) to secure federal funding for a new program known as *Knowledge River*. The goal of *Knowledge River* is to significantly impact the training and education of Native American and Hispanic employees in library settings. Going far beyond the recruitment of minorities into the library profession, the program offers a model for Library and Information Science education.
- Co-sponsored with the Arizona Historical Society and seven other archival repositories, a POP Fair at Pueblo Grande Museum with the theme of "Preserving our Past" (POP). Over 40 archival institutions from around the state participated.
- Attended Arizona Tribal Economic Summit at Cliff Castle near Camp Verde, and the Arizona Association of Counties. Information shared about Economic Development Information Center (EDIC) libraries around the state.
- Partnered with the Arizona Humanities Council to plan and organize the first "History on the Mall Celebrating Arizona Statehood Day", fair of cultural repositories with

individuals dressed in period attire, in the West Wing of the Capitol for the Statehood Day event.

**ACCOMPLISHMENTS
OCTOBER 2000 – JULY 2001**

DETAIL

GOAL ONE: ENHANCED LEGISLATIVE SERVICE

- Hosted the Arizona Library Association's Library Legislative Day activities in our facilities. Activities include workshops on library advocacy, current issues facing libraries and communities, and appoints with legislators and staff. Co-sponsored a breakfast that brought Arizona Library Association, library friends groups, library board members, and legislators together to share ideas, and discuss concerns of Arizona's library community.
- Honored Michael Braun, Executive Director of the Legislative Council with a plaque during Statehood Day ceremonies as this year's recipient of the annual "Polly" Rosenbaum Award in recognition of his demonstrated sincere interest in, and public commitment to the agency. His continuing efforts to help the agency in its mission to provide access and preserve Arizona are treasured by all.
- Made arrangements for Congressman Hayworth to narrate two children's stories on August 22, 2001 in the Braille and Talking Book Library's recording studio. Discussed outreach to seniors in his district.
- Collaborated with legislators 134 times as they met with a total of 5,519 students from their districts. Reported to members of the House of Representatives and Senate about school and other constituent tours in their districts on a weekly basis.
- The Records Management Division stored 6,655 boxes of records for legislative agencies and retrieved 22 requested records from those boxes.
- Continued operation of Electronic Reference Service (ERS) in the House and Senate Research areas, Legislative Council, and the Research Library, and provided on site librarians at the House and Senate ERS workstation to link the research functions of the Agency to the Legislature.
- Provided agency orientation to new House and Senate members, assistants, secretaries, and interns at the beginning of the session.
- Provided an overview of *Political Universe* and other online services as well as other services available through the library to the Tucson Legislative office.

- Assisted 9 legislators and 30 legislative staff or interns with research projects. Answered 124 reference questions and interlibrary loan requests from legislative staff. Assisted several legislative staff members with disposal of publications and files.
- Made Rural Economic Development Study Committee resources available on the web.
- Revised and distributed a legislative history checklist for House Research analysts.
- Surveyed law-related web sites and sent “Keeping Current” email message to legislative staff regarding recent case decisions and how to access them electronically.
- Received filed bills, amendments, and session laws from the Legislature. Implemented the binding and collection procedures for the 44th Legislature of the year 2000. Sorted and filed House and Senate bills for the 45th Legislature for the year 2001.
- Found historical photographs for a legislator that related to the legislative committees on which he serves.
- Located artwork for loans to two legislators. Provided framing and matting service as well as installation of artwork for House and Senate members.

GOAL TWO: PROVIDING ACCESS

- Assisted Arizona libraries in applying for E-Rate discounts, provided by the Telecommunications Act of 1996. This act extends the Universal Service Fund by providing discounts on telecommunications costs to rural health providers, schools, and libraries. Arizona libraries received \$318,403 (to date) in refunds or credits for Year Four – 2001.
- Displayed information about the agency in the Governor’s Executive Tower lobby during National Library Week.
- Made presentations and staffed a booth at the Arizona Library Association (AzLA) annual conference.
- Provided a monthly, noontime family history, genealogy class for government employees and the public. The class became very popular. Added a second session to accommodate the more than 100 people who attend each month.

- Provided genealogical presentations throughout the state on the variety of original documents available for family history research in the Genealogy Collection and State Archives, serving a total of 1,200 people.
- Provided workshops about how to use archival materials in research for more than 600 people throughout the state.
- Awarded 67 grants to 53 Arizona libraries and museums for a total of \$952,910 in funds allocated to it by the federal Institute for Museum and Library Services (IMLS) under provisions of the Library Services and Technology Act (LSTA). Grants awarded were to help communities use technology to bring information to people in new and effective ways and to assure that library science is accessible to all.
- Provided public library children's services staff with a program manual, promotional materials and posters to support the 27th anniversary of the Agency's leadership in the summer reading program. Over 40,000 children and young adults participated in this year's "Read Arizona" program.
- Collected the annual statistical data on library usage, funding, expenditures, etc. on all public libraries in Arizona and the State Library Agency Survey. Submitted both reports to the National Commission on Education Statistics.
- Organized the Annual Library Institute for Arizona librarians in collaboration with the library school at the University of Arizona. This weeklong Institute provided basic library skills training for 31 rural librarians.
- Implemented the improved State Grants-in-Aid program, which expanded basic support to the County and Metro libraries, and provided construction funding and assistance to tribal communities for improved library service.
- Promoted resource sharing by organizing free training events on the use of Interlibrary Loan software, First Search databases, and OCLC cataloging methods.
- Awarded six Continuing Education Scholarships to Arizona libraries to attend out-of-state training events and 80 Scholarships to attend the REFORMA conference.
- Sponsored teleconferences and arranged downlink sites statewide to disseminate information on the Uniform Computer Information Transactions Act (UCITA).
- Held Economic Development Information Center (EDIC) workshop in Apache Junction and Holbrook for 55 people including Native Americans, entrepreneurs, and educators.
- Facilitated use of OCLC's CatExpress service to help small and special libraries make their holdings available to other libraries.

- Awarded \$250,000 in Library Services and Technology Act (LSTA) funds to 28 Economic Development Information Center (EDIC) libraries for ABI/INFORM business databases and the full text Wall Street Journal. The databases offer in-depth coverage of business conditions, trends, corporate strategies and tactics, management techniques, and production information.
- Provided meeting space at the Capitol for 706 people and at the Hall of Fame for 5,486. Uses included Tribal Leaders Legislative Reception at the Hall of Fame and Arizona Library Association (AzLA) Legislative Breakfast at the Capitol.
- Updated the web page and demonstrated it to the Legislature and the public on Statehood Day. The site includes a link to an annotated listing of Arizona governors' executive orders issued from 1965 to the present.
- Worked on Arizona's Government Information Locator Service (GILS). Met with the agency's GILS partners from other states. Attendees volunteered for task forces to work on developing a thesaurus, metatag generating software, and server software.
- The Braille and Talking Book Library:
 - Circulated 350,684 books and magazines, 3,442 machines
 - Duplicated 32,205 new cassettes
 - Sent 7,694 bibliographies to patrons
 - Sent 331 inter-library loans to 42 different states and Canada
 - Added 1,485 new patrons, 122 new Arizona *Newsline*® users
 - Handled 38,787 phone calls, 5,493 Library *Jobline* calls, and
 - Did 3,104 online searches
 - Presented 214 programs plus 43 joint programs, making 3,734 contacts, reaching 12,116 attendees.
 - Installed a new version of *Booktalk* on the division's website.
 - Notified 112 young readers of "16th Annual Special Day for Special Kids" sponsored by Scottsdale Sunrise Rotary Club
 - Made contact with a large number of service providers and caregivers of Arizona's seniors through interaction with Spotlight and the Lovin' Life Expos
 - Assembled 226 summer reading packets and prepared bibliographies for the summer reading program
 - Added five new locally recorded magazines for patrons: Hayden's Ferry Review, Saturday Evening Post, Native Peoples, Diamondbacks Magazine and FastBreak
 - Finished revision of *Adaptive Technology in Arizona Libraries*. Sent copies to 42 libraries. Document placed into a database to be mounted on website
 - Presented at the National Federation of the Blind of Arizona (NFB) convention on the topics of Arizona *Newsline*® and Talking Book Library services. Received recognition from the NFB for Braille and Talking Book Library's role in bringing *Newsline*® to Arizona

- Completed a remodeling project that included interior and exterior paint, carpet, modular furniture and rewiring for the first floor. This was the first major remodeling since the building was constructed in 1982. It was paid for with Library Services and Construction Act federal funds and donations. The appearance is greatly improved and staff members have efficient, functional work areas.
- Hosted Area Reference Librarians Association (ARLA) meeting
- Created V.C. Andrews bibliography
- Interviewed on the KCTK radio program "Your Second 50 Years"
- Hosted groups for tours of facility
- The History and Archives Division:
 - Received 13,641 reference requests
 - Used 27,007 rolls of microfilm
 - Retrieved 541 boxes and 688 hard copy newspapers
 - Pulled 10,294 photographs
 - Reproduced 2,943 photographs
 - Scanned 5,747 images.
 - Patrons used 3,466 Arizona collection items
 - Accessioned and catalogued 15,872 photographs
 - Received, accessioned and produced basic inventories for 320 rolls of microfilm, 23 volumes, and 552.5 cubic feet of state records
 - Served 4,814 on-site visitors
 - Processed 320 folders and created 5 finding aids
 - Received annual Fire District Reports
- Library Development Division
 - Provided workshops about new on-line library statistics collection form
 - Assisted 5 local governments by leading strategic planning sessions for their library systems (Sierra Vista, Mesa, Mohave County, Gila County, and Pinal County)
 - Coordinated workshops on customer service, grant proposal writing, and planning and managing for results
 - Completed library-planning activity for tribal communities
- The Museum Division:
 - At the Capitol Museum, toured 21,881 people on 999 tours, with an additional 22,121 self-guided tours
 - At the Hall of Fame Museum, toured 319 people on 15 tours, with an additional 2,106 self-guided tours
 - Museum staff answered 6,437 questions from the public
 - The Museum store had 5,178 visitors

- Presented 23 educational programs (including National History Day and a centennial event) with a total of 701 attendees. Programs included a new lunchtime speaker series featuring Bill Gruver reporting on events in the Legislature
 - Catalogued 55 objects and 1,670 objects added to collections database
 - Opened four new exhibits including the interactive *Tale of Two Chambers* exhibit on the legislative process, *A Century of Change* on the history of the Capitol, *Kate Cory Encounters Arizona* on Arizona Artist Kate Cory, and *Arizona's World War I Heroes* at the Hall of Fame
 - Hosted 260 participants at the Capitol during "Take Your Child to Work Day" and 400 at the Hall of Fame
 - Hosted Channel 3 and Channel 15 morning news shows doing four hour live remotes from the Capitol Museum
 - Hosted 489 participants, including 59 legislators for the "History on the Mall Celebrating Arizona Statehood Day"
 - Loaned Salt River Project (SRP) political posters and bumper stickers to create copies for use at a pro-voting event
 - Created new map handout to help public locate exhibits with the Capitol Museum
 - Assisted News TV Channel 3 in photographing the Arizona Constitution
- The Records Management Division:
 - Accessioned 23,809 boxes of new records into the Records Center inventory
 - Removed and destroyed 29,902 boxes of old obsolete records from the Records Center inventory
 - Retrieved 12,031 records for state agencies and the public
 - Re-filed 6,376 records back into the Records Center inventory
- The Research Library:
 - Served 17,835 clients and replied to 9,762 reference questions
 - Sent 1,054 items to other libraries via interlibrary loan
 - Acquired 858 items from other libraries for the Legislature, state agencies and private citizens
 - Gave tours of the library to 250 visitors (patrons from state agencies, in-state, out-of-state)
 - Weeded outdated materials from the Reference and Professional collections and purchased new materials to update them

- Acquired five significant acquisitions for the Maps collection: Over 1,000 topographical maps of Arizona from the State Office of the U.S. Bureau of Land Management. Over 300 1990 census maps from the Population Statistics unit at the Department of Economic Security (DES); Over 120 maps from the State Land Department which show current surface land ownership for the entire state; Over 200 original Sanborn fire insurance maps of several Arizona cities (ca. 1900-1930's) with some other related materials (gift provided to Archives). The State Library is the only institution in Phoenix metro area with paper originals; Electronic maps of the 2000 Arizona census tract boundaries and proposed redistricting boundaries.
- Conducted Geographic Information Systems (GIS) demonstrations of the 1990 and 2000 census tract information during National Library Week
- Catalogued 105 digitized photographs of the Capitol for the Centennial project
- The State Law Library:
 - Served 19,057 patrons with legal research questions, of which 14,626 were phone calls, 4,056 walk-ins, and 375 mail and e-mail correspondence. Of this total, 15,443 were from the general public, 1,654 from attorneys/firms, 655 from other state agencies, and 588 from courts contacts
 - Created serial control records on SIRSI for 141 periodical titles. Attached bar codes and updated bibliographic records for 2,826 items in collection
 - Researched and sent 74 interlibrary loans (non-legislative)
 - Filed Appellate Court and Supreme Court slip opinions, decisions and orders, and completed weeding process of Ninth Circuit Court of Appeals slip opinions for years 1993 to 1998
 - Completed weeding of National Labor Relations Board summaries
 - Completed 1,782 database corrections and deletions and created serial controls
 - Circulated 223 items to state agencies, and 100 items to law firms and inter-library loan
 - Continued inventory of our Treatise Section for content and currency
 - Created subject entries for the State Law Library's File Box which is located on the reference desk computer
 - Conducted tours of the State Law Library

GOAL THREE: PRESERVING ARIZONA

- Arizona Historical Records Advisory Commission served as the central advisory body for historical records planning and for National Historical Publications and Records Commission (NHPRC) funded projects developed and carried out in Arizona; and served as a coordinating body to facilitate cooperation among historical records repositories and other information agencies in Arizona, and as a state-level review body for grant proposals.

- The Arizona Geographic Names Board continued to provide a forum for discussion of and a process for determining state historic and geographic names. The Board worked with tribal and non-tribal parties.
- The Arizona Historical Advisory Commission (AHAC) continued to assess the place of AHAC in the agency, and recommendations for revision of the Historic Preservation and Antiquities Laws.
- Submitted *Save America's Treasures* grant proposal to the National Park Service for Capitol Restoration project.
- Submitted *Challenge Grant* proposal to the National Endowment for the Humanities for Capitol Restoration project.
- Assisted state and local governments with preservation problems.
- Preserved over 900 publications from the Genealogy collection by having them professionally bound.
- Through the Arizona Newspaper Project, filmed 222,747 pages of Arizona newspapers, resulting in 269 rolls of microfilm. The figure represents 25 titles: 2 from Apache County, 7 from Cochise, 1 from Coconino, 2 from Gila, 2 from Greenlee, 1 from La Paz, 5 from Maricopa, 1 from Mohave, 2 from Pinal, 1 from Yavapai, and 1 from Yuma.
- Gave a presentation on field cataloging at the U.S. Newspaper Program in Washington, D.C.
- Prepared 555 volumes of Attorney General Opinions, ARS (Arizona Revised Statutes) pocket parts and periodicals for binding.
- Conducted workshops in book mending and preservation of materials at 7 locations, serving 80 people. Provided 313 consultations on book mending and paper conservation and 34 consultations on photograph preservation.
- Presented three two-day digitization workshops statewide.
- Published *Under the Copper Dome*, history of the Arizona State Capitol from 1898-1974.
- Worked on retrospective conversion of the Arizona Collection and Mexican/South American Law titles.
- Coordinated delivery of donated books from the Arizona Courts Education Services Division.

- Completed collection of donated law books from Jennings, Strouss law firm.
- The Braille and Talking Book Library:
 - Repaired 9,161 cassette books, 5,245 machines and 2,822 amplifier boards
 - Recorded 48 new books for the Arizona cassette book collection, 84 special projects for patrons and 63 issues of 12 different local interest magazines
 - Cataloged 2,195 new National Library Service and Arizona cassette book titles
- The History and Archives Division:
 - Preserved 17,692 items, digitized 5,747 images, and catalogued 15,898 items
 - Prepared and microfilmed 222,747 pages (269 rolls of film between October 2000 and July 2001) of historic newspapers including the Huachuca Herald, the Phoenix Tribune, and the Bowie Enterprise
 - Added to its online database of digitized photographs. We now have close to 16,000 images available to the public 24 hours a day
 - Hosted four television broadcasts in the Archives stacks focusing on the one-of-a-kind materials there and the need for adequate environmental controls for preservation
- The Library Development Division:
 - Represented the agency and the LSTA program at the Colorado River Indian Tribes event honoring the elders who helped with their LSTA language coloring book project
 - Stressed preservation grant opportunities available nationwide at a *Grants Proposal Writing Workshop*
- The Museum Division:
 - Accessioned 49 objects
 - Completed condition reports on 78 artifacts
 - Inventoried 1,670 artifacts
 - Created special housing for over-sized Merci Train posters.
 - Repaired Miner statute display case to minimize impact of humidity fluctuations on statue's bronze disease
 - Purchased and set up new dataloggers to monitor museum environment
 - Picked up last Megargee painting to have conservation completed
 - Moved artifacts out of a storage area due to leaks and high temperatures
- The Records Management Division:
 - Accessioned 23,809 boxes of new records into the Records Center inventory,
 - Removed and destroyed 29,902 boxes of old obsolete records from the Records Center inventory
 - Retrieved 12,031 records for state agencies and the public, and re-filed 6,376 records back into the Records Center inventory
 - Microfilmed 1,236,185 pages of documents onto 16 mm film
 - Microfilmed 312,148 pages of newspapers onto 35 mm film

- Processed 5,142 rolls of 16 mm microfilm and 722 rolls of 35 mm microfilm
- Duplicated 6,636 rolls of 16 mm and 35 mm microfilm
- Digitally scanned 800,374 document images from microfilm

GOAL FOUR: PROMOTING STATEWIDE COLLABORATION

- Hosted the third annual Arizona Convocation building collaboration among librarians, archivists, museum professionals, historians, genealogists, records managers, preservationists, conservators, and others responsible for and interested in preserving Arizona's cultural heritage.
- Promoted the services of the agency at the annual Arizona Library Association meeting. Personnel staffed booths and gave presentations about the agency's progress and activities.
- Participated on planning committees for National Vision Rehabilitation Day (NVRD) and White Cane Day. Approximately 500 attended NVRD.
- Participated in the annual Gosling Memorial Golf Tournament. All proceeds were donated to the Braille and Talking Book Library.
- Conducted site visits to 47 sub-lending agencies which the Braille and Talking Book Library cooperates with to provide talking book machine exchange and application for service in public libraries, and other agencies serving the blind, visually impaired and physically disabled.
- 323 Braille and Talking Book Library volunteers provided 21,868 hours; 6,132 of those hours were in the recording studio.
- Weeded out excess copies of Braille and Talking Book Library cassette books to be offered to other libraries in the national Library Service for the Blind and Physically Handicapped (NLS) Network.
- Sponsored *Arizona Archives Week*, a statewide educational program to promote the appreciation and use of Arizona's historical records. Distributed 850 posters to schools, libraries and others.
- Co-sponsored, with the Arizona Historical Society and 7 other archival repositories, a POP Fair at Pueblo Grande Museum with the theme of "Preserving Our Past." Over 40 archival institutions from around the state participated.

- Held Arizona State University graduate history seminar classes on site. The aim of the course was to cultivate primary research skills in archives. Training targeted future high school history teachers. Hosted 4 sessions in cooperation with Arizona State University, the Tempe Historical Museum, Scottsdale Public Library and the City of Tempe History Preservation Office.
- Met with members of Arizona Humanities Council, the History Department at Arizona State University, the Arizona Historical Society and the state coordinator of the National History Day (NHD) program to discuss strategies for next year's NHD.
- Held discussions with participants of Western Digitization meeting. Covered the role of each state and possible themes for the project.
- Participated in 20th annual meeting of the Arizona Paper and Photograph Conservation Group (APPCG). The Archives' conservator honored as its founder and active supporter. Archives Director elected as President of APPCG for the year 2000-2001.
- Sponsored approximately 140 training events in the state reaching 2,000 library, museum, and archival personnel. Training topics included:
 - Multicultural Programming for Children
 - Planning and Managing for Results
 - The Internet Dilemma: Filtered or Non-Filtered
 - Beyond Books: MARC Records for Non-Book Materials
 - Customer Service Excellence
 - Grant Proposal Writing
 - PR-ific: The Art of Library Public Relations
- Awarded three Museum Association of Arizona (MAA) scholarships.
- Gave Library Services and Technology Act (LSTA) presentation on grant writing at three Arizona libraries and four community organizations.
- Participation in a number of Bill and Melinda Gates Foundation Open Houses at several Public Libraries for the grand opening of the Bill and Melinda Gates Foundation computer labs. Several city and county officials in attendance.
- Hosted two Washington, DC-based Bureau of Census officials for two DataFerrett presentations on census, as well as an official from the Denver Bureau of Census. Librarians from all over the state attended this workshop.
- Gave updates about Library Services and Technology Act (LSTA) grants and Museum Association of Arizona issues at Central Arizona Museum Association (CAMA) monthly meetings.

- Arranged and participated in the Arizona Library Association's Regional Forum events for librarians and library friends.
- Participated in 2nd State Conference for Tribal Libraries, Archives, and Museums.
- Participated in three regionally held AZ Reading Program Workshops on the "2001: A Reading Odyssey" reading program for 2001.
- Worked with Arizona Department of Education to put on e-rate workshops.
- Partnered with Continuing Education Committee of the Maricopa County Library Council (MCLC) to plan workshops for the fall and spring of 2001-2002 workshops, on topics such as *Creating Partnerships that Work*, *Fabulous Fund Raising*, and *Working Together by Choice*.
- Worked with the Library Place (formerly Management Dynamics) to create the on-line tool for the collection of public library statistics, which was successfully implemented in June 2001.
- Completed the Agency *Survey Statistics Report* and submitted to the federal government.
- Attended Arizona Tribal Economic Summit at Cliff Castle near Camp Verde. Information shared about Economic Development Information Center (EDIC) libraries around the state.
- Assisted the Constitution Commemoration Committee with plans for their outreach program to libraries.
- Attended the Library Administrative and Management Association National Conference on creating information communities, collaborative information partnerships within a community.
- Worked with Museum Educators Council of Arizona (MECA) in getting *Ed-Ventures* on the agency's web site.
- Planned joint Arizona Library Association (AzLA)/Mountain Plains Library Association (MPLA) 2001 Conference.
- Sponsored 13 *Computer Access by Minors* workshops.
- Attended meeting at Department of Commerce to discuss the participation of Arizona's libraries in the community assessments conducted by the Greater Arizona Development Authority (GADA) and the Department of Commerce.

- Met with Salt River Project (SRP) to discuss Museum Association of Arizona (MAA), SRP grants, and the Library of Congress projects.
- Brokered distribution of free books from the Arizona Historical Society in Tempe with the Maricopa County Library District.
- Hosted the State Finals of the National History Day competition for Junior and Senior High School Students.
- Participated on the planning committee for the Arizona Book Fair, organized by the Arizona Humanities Council.
- Staff served on the Museum Association of Arizona (MAA) Board, the Central Arizona Museum Association Board, Museum Association of Arizona Conference Planning Committee, the Phoenix Museum of History Board, and the Phoenix Museum of History Accessions Committee.
- Partnered with Salt River Project (SRP) on new exhibit that will focus on Territorial Governor Kibbey.
- Taught digitization workshop to library, archives, and museum professionals throughout the state. Consulted with libraries and museums throughout the state on digitization grants.
- Provided Capitol Centennial Digitization project presenting Capitol history and images on the Internet.
- Partnered with the Arizona Humanities Council to plan and organize the first "History on the Mall", fair of cultural repositories with individuals dressed in period attire, in the West Wing of the Capitol for the Statehood Day event.
- Worked with Government Information Technology Agency (GITA) to ensure the management and preservation of state and government records produced pursuant to the Arizona Electronic Transaction Act.
- Attended 3rd annual GILS meeting in Springfield, Illinois. Gave presentation describing development and current status of Arizona Government Information Locator Service (GILS) project.
- Enhanced the map collections of five academic and public libraries in the state by donating to them over 3,000 Arizona topographic maps, part of a gift of over 6,000 topographic maps received from the U.S. Bureau of Land Management. (The libraries acquiring the maps were Yavapai College, Arizona State University, and the public libraries of Chandler, Tempe, and Phoenix.)

- Prepared a PowerPoint presentation about the Ariel document transmission software and Arizona pilot projects and presented it at the County Librarians' meeting.
- Sponsored a booth at the Arizona Newspaper Project at the Arizona Library Association (AzLA) Conference. Gave a videotaped interview about the project to staff from Show Low Public Library (to be shown on their city government cable channel).
- Attended meetings of the Arizona Learning Technology Partnership and the Arizona Partnership for the New Economy. Provided research for the Marketing/Communications Subcommittee of the Arizona Partnership for the New Economy.
- Developed web pages that could be used to post surplus disposal lists for state and federal publications.
- Received a donation of \$536 from the Arizona Family History Society and used the money to purchase 21 new books for the Genealogy collection.
- Conducted an Ariel software demonstration for visiting county librarians.
- Assisted with transfer of duplicate sets of books to be stored at Navajo Nation Library. Assisted with transfer of duplicate law books to be stored at Mohave County Law Library.
- Presentation given at the Paradise Valley Family Historical Society regarding Copyright and the Internet.
- Conducted demonstration of SIRSI Unicorn Serials Module (for the online catalog) for visiting librarians from Peoria Public Library.
- Provided lesson on reading legal citations to Cholla Middle School Students (30 attended).
- Collaborated with the Tempe Historical Museum to sponsor guest speaker, Dr. Jack August. Topic was the Hayden family and their impact on Arizona. Stressed importance of archival collections in preserving the past, present and future.
- Joined efforts with Mesa Public Library in bringing the presenter, Sandra Nelson, into the Phoenix area for workshops and planning meetings.
- Made Literacy Project site visit. Checked on progress of English as a Second Language (ES), children's literacy, and adult literacy programs as one of the LSTA grants.

- Attended Western Museum Association (WMA) Conference in Victoria. Hosted monthly Central Arizona Museum Association (CAMA) meeting.
- Gave a presentation on collaboration at the State Museum Association annual conference. Demonstrated the Arizona Capitol Centennial Project database at the conference.
- Provided advice on cataloguing and classification to the Department of Public Safety and the Mesa Family History Center Library.
- Consulted with libraries about OCLC/Interlibrary Loan procedures.
- Weeded microfiche from the Federal Documents collection at the Fleming Library (Grand Canyon University).
- Claimed materials for the Regional Federal Depository Collection from the Maricopa County Library District.
- Met with Central Arizona Bio-Medical Librarians to discuss the Arizona Network (AZNET).

THE ROLE OF ARIZONA LIBRARIES IN THE APNE PROCESS WHITE PAPER

The New Economy presents unique challenges and opportunities for the citizens of Arizona. To ensure that the state is prepared to overcome the challenges and take advantage of the opportunities, the Governor has created the Arizona Partnership for the New Economy (APNE).

Libraries have always been central to the development and durability of democracy in America. Libraries are, in many communities, the primary space where citizens learn on their own, and come together as citizens to discuss the issues of the day. In addition to that, there exists an extensive body of research that demonstrates that strong libraries build healthy communities. People *want* to live in places where the libraries are vibrant, and businesses, likewise, *want* to relocate to communities where the educational environment is on solid ground. That is particularly true of the New Economy, since one of the distinguishing characteristics of the businesses that define the New Economy is the importance they place on education. If Arizona is to attract more New Economy companies, the state's communities must be educationally attractive to them, and libraries are central to that picture.

Libraries, then, play a crucial role in connecting Arizonans to the New Economy, because so many of the issues that are central to the New Economy—particularly, an educated citizenry, access to technology, workforce development, and research relating to local economies—are issues that libraries deal with daily. ***Thus, Arizona libraries are logical stakeholders and they should be major players in any statewide effort to realize the opportunities afforded by the New Economy.*** That statement reads even truer when one considers some of the tenets that define APNE.

APNE's purpose is to:

1. Define the New Economy and its importance to Arizona.

Library response: If nothing else, the New Economy is characterized by its use of new technologies within a global paradigm. Arizona libraries are often the first place members of the public encounter new information technologies. Libraries provide a free, public gateway to the Internet, and most offer introductory learning opportunities, especially for the out-of-school adult public, to gain new skills in searching digital resources and refining research methods. As much as one might think everyone has access to the Web, there remains a digital divide in Arizona, and libraries help bridge that chasm for those who lack access. Beyond this, libraries are windows on the world for many residents, and in the context of the borderless New Economy, an understanding and appreciation of other cultures, traditions, and languages, for example, is paramount. Through the Internet, books, magazines, newspapers, and public programs, libraries help foster an understanding of other nations—the very nations Arizona must deal with if it is to participate in the New Economy.

2. Assess Arizona's current readiness and establish benchmarks for measuring progress.

Library response: In order to “establish benchmarks” to determine Arizona’s readiness to participate in the New Economy, the state must begin with its individual communities. The information gathered in this research will likely focus on a community’s educational and business infrastructure, as well as any “visioning” programs the community is conducting. This information is often found in local libraries. Furthermore, libraries themselves are experienced at benchmarking and evaluation; they consistently evaluate their communities in an effort to better serve customer needs and interests. Libraries establish benchmarks of service that become part of their annual goals. Using these skills, libraries stand ready to assist local businesses and state government in assessing their community’s readiness for participation in the New Economy.

3. Develop strategies for correcting perceived deficiencies in responding to opportunities.

Library response: Through programs such as the Economic Development Information Centers (discussed below), Arizona libraries provide up-to-date, accurate business and economic information so community leaders can improve their strategies when responding to New Economy initiatives. Also, libraries themselves are constantly going through self-assessments, and they create programs and strategies that respond to the needs and interests of their patrons. Further, libraries are often the public space where the community as a whole comes together to evaluate itself—in town halls and similar events. From both a process and content perspective, then, libraries should be part of any discussion concerning assessing community deficiencies and the strategies available to address them.

Beyond these basic principles, there are several thematic topics that are central to New Economy thinking, and each of them has a strong connection to the work of libraries:

E-Learning and New Talent

Library Response: One premise of E-learning is to link innovations of the New Economy with the building of an improved knowledge base and skill level for all Arizona citizens. This is nothing new for libraries. As far back as Thomas Jefferson, he and others put their faith in libraries and schools “to inform [the public’s] discretion by education.” Indeed, for the nation’s Founders, the idea of an unenlightened public was anathema to democracy. Regardless of whether one is learning the Greek language, as in Jefferson’s time, or how to access the Internet, as one might do today, libraries often fulfill that role as community educator. Education does not stop with public school or even college; by its very nature, education is a life-long endeavor, and libraries are there to serve that need.

Arizona libraries are ideal places for learners of all ages and backgrounds to experience the Internet, as well as many other educational opportunities—beginning with basic literacy, which many libraries are in the forefront of offering to residents. Programs such as the federal e-rate allow libraries with inadequate infrastructure to get wired. Grant opportunities like the Melinda and Bill Gates Foundation provide modern hardware and software for libraries in rural and underserved areas, while the Qwest Foundation offers learning programs for people of all ages. Other initiatives, such as Libraries for the Future, the Rural Technology Centers, NAU-Net, AZ Learning System, Arizona Reads, and ASSET offer services and educational opportunities to Arizonans through the state’s library network.

Knowledge Leaders, Entrepreneurs and Capital

Library Response: Arizona libraries can be found in every community in the state, and in many of these places, especially the smaller, rural areas, libraries serve an entrepreneurial role that is akin to a chamber of commerce elsewhere. Economic Development Information Centers (EDIC) are located throughout the state in libraries, providing information that will help attract new businesses to the region, as well as serve already-established enterprises. Library staff involved in the EDIC and other business outreach programs are active participants in local business forums and roundtables, and attend seminars on business-related topics in order to remain aware of changes in the business environment and the community’s economy. They help new businesses start and grow by providing demographic information, economic trends, and funding possibilities. In this sense, libraries help develop local entrepreneurial skills and provide information resources and training programs to help them make the case for obtaining venture capital.

New Commerce and Creative Communities

Library Response: Arizona libraries are community-gathering places for people having a variety of interests. Much more than book-lenders, libraries are one place where residents come together to celebrate their past and plan their future. Libraries are often the site for town hall meetings, city council activities, and local “visioning” initiatives. Why? Because people recognize libraries as a safe space to disagree, as a place where divergent points of view can be shared. In this sense, libraries are creating community—“creative communities” where citizens constantly reinvent themselves and their community identity. The commercial sector, likewise, recognizes that the status quo is not sufficient. “New Commerce” knows that the community is evolving and businesses must change with it, if they are to remain responsive to citizen needs. Hence, businesses are integral to these community forums, and libraries are one place where residents and businesses can meet to plan together.

Building Connections to Opportunity

Library Response: Arizona libraries are familiar with the digital divide, as a barrier to full participation in the New Economy. This barrier is true for individuals as well as businesses, and libraries are working to tear down that barrier in Arizona. There are at least two obstacles that prevent people and companies from full participation: first is the absence of appropriate hardware and infrastructure, and second is a lack of training. To address the first, libraries offer electronic access, even in communities where many residents and businesses have a difficult time getting on the information highway. Libraries continue to upgrade their hardware and networks through federal, state, and private funding. Beyond computers and wiring, however, libraries also offer educational programs that ease users' apprehension about technology, so they may experience and fully understand the benefits of the electronic global village. By linking to this village, even the most remote locations in Arizona can become full participants in the New Economy.

E-Government Edge

Library Response: The New Economy is not simply a matter of new commercial enterprises. Without a more educated public and a visionary government to support them, new businesses will likely wither. The public's educational interests are served by libraries; these institutions also serve government and provide a communications network between and among people, governments, and businesses. Because of their close relationship to local governments, and because of their near universal presence throughout the state, libraries are ideal vehicles for connecting people to government. As mentioned, libraries are occasionally the community meeting place where citizens and elected officials come together to discuss local matters. Similarly, libraries often serve as campaign stops and polling locations—again, neutral places for the community to engage in political dialogue. In addition, library computers provide access to local, county, state, and federal governments, and libraries provide staffs to assist patrons with these activities. The Arizona State Library, Archives and Public Records is also involved in an effort to provide e-government services to citizens through its vast library network. As such, libraries should be a place where people, businesses, and government meet and dialogue—either in person or at least in cyberspace.

Summary

Libraries have always been central to Arizona's development. When many towns were first founded in the territory, one of the first public facilities that residents established was the local library, because that institution was seen as offering the kind of education that is necessary for a civilization to survive. That role for the library will not lessen as Arizona moves into the New Economy. The issues that define the New Economy—technology, education, information, communication—are the same issues that have always been key for libraries. There can be no doubt that an investment in libraries is an investment in the future of Arizona, an investment in the New Economy. The library community in Arizona stands ready to help promote and implement the concepts and goals of APNE.

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ARIZONA PUBLIC LIBRARY PLANS

In planning for the next five years, the chairs of the Statewide Library Development Commission believe that it is important to reflect on the work that has already been completed by individual library systems throughout Arizona. The following summary represents an informal glance at key themes that have emerged throughout public library planning processes over the last three years.

Information in this report came from selected Arizona public libraries that are listed at the end of this document. Libraries were chosen because their planning took place recently (last 3 years), planning methods and processes were different and they represented large metropolitan libraries and small rural libraries. In all, three fourths of the state's population is represented through these plans.

Each library's plan represented significant citizen input. Several systems chose formal strategic planning methods, such as Planning for Results, a project initiated by the American Library Association, others hired external consultants to assist with the process, while others utilized the talent and resources within their local library system and city government. Some of the communities like Apache Junction used committees of representatives. Some used a combination of representative committees and user surveys like Sierra Vista who surveyed over 370 people in the community. Tucson/Pima Public Library used six task teams made up of staff, community stakeholders, residents and library supporters. Each team conducted focus groups and telephone interviews to determine community opinion. Gila County gauged public opinion by distributing a survey to over 3700 individual community members. Chandler interviewed key community leaders. Maricopa County used a large planning committee with community focus groups providing wide community input.

In general, each plan both embraced the extraordinary external forces driving change within their community, while also emphasizing the need to access and evaluate the internal strengths and opportunities. Throughout Arizona, the most prevalent external forces driving change included educational attainment, changing demographics, rapid growth and the recognition of increased need for access to new technologies.

Voices from the People of Arizona re: Libraries

Themes that occurred and reoccurred were:

Books, books and more books! Each library system's planned emphasized that while the public library must adapt and conform to new services, technologies and partnerships, that core to their future existence was an emphasis on collection development. Sometimes this was expressed as more up-to-date materials or as improved and expanded collections. One of Tucson/Pima Public Library's "strategic directions" was *"Begin with books and reading."* *"...the Library will foster a passion for reading, spark intellectual curiosity, and be a champion of literacy, education, and life long learning..."* Phoenix Public Library will also nurture a lifelong passion for reading. Mesa Public Library says, *"The public library is essential for nurturing the community cycles of reading, learning and understanding."*

One of the early conclusions the Sierra Vista community survey showed was that, *"Traditional uses of the public library as an information resource and a source of popular reading materials are still strong despite the availability of other media such as video, or the Internet."*

Scottsdale's plan expresses their commitment to books and up-to-date materials by stating that *"...small businesses, students and the general public will have access to the information, resources they need to support their business, education and informational goals. Scottsdale Public Library will provide relevant materials and programs to seniors/retirees and families with children to meet their information needs. Minority groups will have access to library resources that support cultural heritage."* (See also *Libraries as family friendly places* and *Cultural diversity is celebrated.*) Apache Junction devoted two of its six goals to adding reading and materials for adults, young adults and preschoolers especially.

Bridge the technology gap. *The Library will "level the playing field" by making information technology accessible to all Phoenix residents.* Chandler residents said, *"The library, itself, shows the value and possibilities of technology and makes such tools available to everyone."* More than two thirds of the 3000 survey respondents in the rural communities of Gila County reported that access to computers and the Internet was the primary role of the public library. The overwhelming majority of the informal comments suggest that the libraries of Gila County needed more books and more Internet access. Apache Junction saw as one of its goals teaching the basics of word processing, email and Internet searching to members of the community who lack rudimentary computer knowledge.

Awareness and marketing — increasing funding and support. *Libraries have to create and shape public awareness. Tucson/Pima Public Library saw marketing as a method of moving forward with their strategic directions.* Florence identified as one of its goals to, *"provide outreach to the school--both faculty and students."* Phoenix Public Library set the following major goal for itself, *"The people of Phoenix will know about all Library resources, programs and services."*

Partnerships are important. *Engaging in and nurturing joint ventures with a variety of public and private partners who share mutual goals will expand and revitalize the reach of the Tucson/Pima Public Library.* Prescott identifies partnerships as one of their operative values. *One that has proven successful in the past and that will allow the library to continue to be distinguished as well as successful in serving the community.* Sierra Vista will continue partnering ...to enhance library service. Chandler expects to seek new partnerships to accomplish goals and improve services and operations. One of Gila County's five goals used almost the same words. Scottsdale's plan mentions specific potential community partners.

Libraries have a significant presence in the community (with strong emphasis on the physical facility). *Phoenix Public Library offers a strong and vibrant physical presence in Phoenix, building and maintaining libraries that are integral to the life of the community.* Prescott uses the term "ownership" to express the community's sense of its library and its community services. Sierra Vista's first goal is to keep the library as a focal point of the community as an outstanding physical facility with up-to-date and plentiful resources. Chandler says the library should be a significant downtown attraction. Several communities expressed a clear need for new facilities recognizing the importance of the place itself. Florence identified it as their number one goal. Apache Junction saw an attractive state of the art facility as a way of enhancing community pride in their vision statement.

Libraries are family friendly, a gathering place. Chandler summarized it best as, *"Chandler has traditionally been attractive to families because of its small-town feeling and rural history. At the same time, public libraries have had a tradition of service to children. In today's hectic times for families, the library can provide its beloved programs and create new ways to support and service families. In addition, new parents often rediscover the value of libraries when they begin to bring young children to such programs as story times. A family-friendly library supports the library as a gathering place."* Tucson Pima Public Library will put children and youth first and promote strong neighborhoods. Libraries serve as community meeting places. Florence's fifth goal is expanding the young adult and toddler programs. Children and their families and other emerging readers will find their reading efforts nurtured and sustained at Phoenix Public Library. Mesa Pubic Library will help their children develop a love of reading and learning to prepare them to enter school with the skills they will need to succeed. All library locations will have space allocated for parents and children to interact with library materials and services together.

Customer satisfaction in important. Staff will place a priority on excellent customer service and customer satisfaction in Sierra Vista. Gila County expressed their dedication to customer satisfaction as the reason to investigate an ideal organizational structure for the District. Increasing customer satisfaction in several specific areas of library service were the performance indicators in Phoenix Public Library's Plan. Mesa Public Library also expressed their interest in customer satisfaction in terms of increasing the percentage of users who received the information they wanted. Two of Prescott Public Library's operative values address customer satisfaction. One was "excellence", a value that has been earned and is expected by the community. The other was "service", a value that places the emphasis on their customers.

Cultural diversity is celebrated. A library that offers cultural awareness service helps satisfy the desire of community residents to gain an understanding of their own cultural heritage and the cultural heritage of others. The Scottsdale library has set goals to provide in-depth collections of materials and resources in many formats and will offer programs and special displays that reflect the cultural heritage of populations in the library service area. Tucson/Pima expressed this idea as celebrate culture and the arts. TPPL will celebrate their setting in the Southwest, and develop services and resources that explore the uniqueness of the region, with particular emphasis on the diversity of its citizens and the cultures they represent. Gila County says public library service is the cornerstone of freedom and their libraries will preserve historical and cultural heritage. Apache Junction expressed it in one of their goals, *"Community residents will find artistic collections and special interest programs that will make them more culturally aware of their community's ethnic and geographic heritage."* Mesa Public Library's goal is, *"Mesa residents will understand and value the history and heritage of Mesa and have easy access to current and historical city documents, published and unpublished books, periodicals, maps and other materials about Mesa."*

Libraries enhance economic development and support economic advancement. Economic development will be supported as the Tucson/Pima Public Library provides resources and information to entrepreneurs and the business community. Phoenix Public Library will partner in the economic vitality of the city, supporting the information needs of the business community and working to create a highly -skilled, literate workforce. Chandler Public Library's introduction acknowledges the "new economy" and recognizes it as a challenge for the 21st century library. Mesa Public Library expects that by 2003-04 at least 90% of the members of the community who use the library to access business information will say that information they found met their needs.

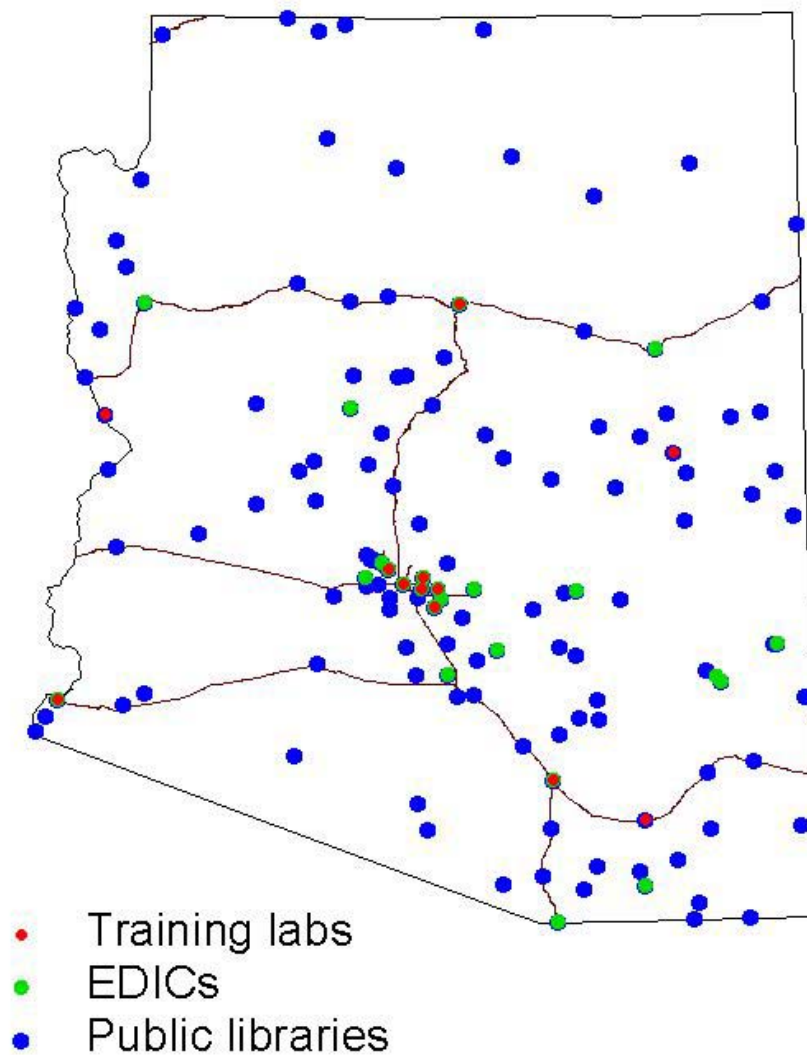
Library Plans:

Apache Junction Public Library
Chandler Public Library
Florence Public Library
Gila County Library District
Maricopa County
Mesa Public Library
Phoenix Public Library
Prescott Public Library
Scottsdale Public Library
Sierra Vista Public Library
Tucson/Pima Public Library

Arizona Public Libraries

Economic Development Information Centers

Computer Training Labs



ARIZONA PUBLIC LIBRARIES

ECONOMIC DEVELOPMENT INFORMATION CENTERS

NEW ECONOMY SUPPORT/INFRASTRUCTURE IN PLACE

- In 201 public libraries – in nearly every community in Arizona - - 167 city and town, 21 tribal, and 15 county. It doesn't matter if you're in Bowie, Fredonia, Oatman, Patagonia, Sanders, or Window Rock – you have access to the public library and a gateway to global information connections.
- Public libraries are wired and ready to offer public access to the Internet – compliments of state and federal funding.
- 12 of Arizona's public libraries have state of the art computer training facilities up and running thanks to the Gates Foundation Partnership Program.
- These Computer Training Labs, selected for accessibility in their portion of the state, are ready to offer computer training opportunities for Arizona citizens of all ages!
- Last year Arizona's public libraries loaned 29 million items – books, videos, compact disks – and answered more than 5 million reference questions.
- Public libraries are one key – one part of a solution. Step up Arizonans..... to your nearest public library.
- Through our State Library, all public libraries are linked to fee-based content for public use at no-charge to you. Many supplement this core online content with additional databases.
- 27 public and community college libraries maintain Economic Development Information Centers that provide special programming for local businesses.
- 20,283,531 Arizonans visited their public library last year – some of them were small business folks asking questions like how do I: Create a contract list, develop a patent/trademark; manage an export business?

**To view the Performance Measures,
please click on the Performance Measures link on the Web page**

**To view the Performance Measures,
please click on the Performance Measures link on the Web page**

NEWS LETTERS TO THE LEGISLATURE

February 9, 2001

Dear Legislator:

We have exciting news to share about several projects and events:

Statehood Day Celebration

Music, history, a proclamation, and awards. Statehood Day is nearly upon us. On February 14th at 12:00 noon, please join Governor Hull, Polly Rosenbaum, President Gnant, and Speaker Weiers for the celebration. This year's Statehood Essay winner will be honored. Also being recognized, is the Polly Award recipient, Michael Braun, Executive Director of the Arizona Legislative Council. Pre-ceremony performances will be provided by San Carlos Apache Dance and the Territorial Brass Band at 11:10 A.M.

Thursday Extended Hours

In response to public requests for evening hours, on Thursdays during the legislative session, the Capitol Museum, State Archives, and the Genealogy section of the Research Library will be open until 8 P.M. Last week, Genealogy was filled almost to capacity and Archives had researchers in both the reading room and on the microfilm readers. The boy and girl scout troops have mentioned "how great it is to be able to see the museum after school".

Capitol Museum Tours

Come learn about our Capitol's history at a special State Employee Tour at 5:10 p.m. on any Thursday evening during session. Recently, we were pleased to guide associates from the Secretary of State's office. One staff member called the next morning and commented that she was, "...particularly pleased at how much information I had learned about a place where I had worked for so long." To sign up for the 45 minute tour or for more information, please contact the museum at 542-4581.

5 State Native American Project

On February 8-9, 2001, we held the second Arizona State Conference of Tribal Libraries, Archives, and Museums in Parker, funded through our Library Services and Technology Act (LSTA) national leadership grant. This grant, awarded by the Institute of Museum and Library Services, enabled Arizona to hold conferences designed to bring tribal representatives together to discuss issues related to libraries, museums, and archives. The first state conference was held near Globe in August 1999 on the San Carlos Apache Reservation. As a result of the first meeting, tribes increased cultural and library services for their community. In June 2000, a five state (Arizona, Colorado, Nevada, New Mexico, and Utah) conference was held. At this event, a regional network of support was created for tribal institutions and programs.

Find-It! Arizona

Partnering with state agencies and other libraries, the Arizona State Library, Archives, and Public Records is involved in a demonstration project designed to make government related Internet searches easier. Find-It! Arizona is a Government Information Locator Service (GILS). While browsing the Internet, citizens who are not sure which agency provides the service they are seeking will especially benefit from this project. Already established in several states, this service locates and indexes information across Government Internet web sites. Visit the Find-It! web site at: www.findit.lib.az.us

Recorded Issues of *Native Peoples* Coming Soon

The Braille and Talking Book Library Division (BTBL) hopes to provide by March recorded issues of the magazine *Native Peoples* for patrons who are blind, visually impaired or physically disabled and unable to read the print version. *Native Peoples* is published in Phoenix and dedicated to the sensitive portrayal of the arts and lifeways of Native peoples of the Americas. The Talking Book Library is seeking a volunteer from the Native American community to narrate the magazine in the library's recording studio. We take special pride in bringing Arizona unique materials to our BTBL patrons.

Driver's Manual Distribution

The Motor Vehicle Division (MVD) recently proposed a cooperative venture between MVD and public libraries throughout the state. In their proposal, public libraries would distribute the *Customer Service Guide and Driver License Manual* (including the newly created audio version), *Welcome to Arizona*, and *Motorcycle Operator Manual* to Arizona residents. County librarians, present to hear the proposal, eagerly endorsed it.

Digital Project Guidelines

During a digitization workshop at the 2000 Western Museum Association in British Columbia, ASLAPR staff were given the opportunity to introduce our *Digital Project Guidelines*. Following the session, workshop participants requested copies of the Arizona state library guidelines and additional copies were mailed to institutions in Washington, California, and Utah. Since the workshop, the digitization manual continues to receive interest and positive feedback. Ken O'Neill at the University of Arizona Library reported, "Having reviewed a large body of literature on the topic, I must say your online publication is the most succinct, to the point document I've seen yet."

LSTA FY1999 Annual Report Highlights

Arizona received \$2.3 million in Library Services and Technology Act (LSTA) funds for FY 1999 which were distributed in the year 2000. Nearly a million dollars was awarded in competitive grants in eight categories: Digitization, Technology, Retrospective Conversion, Collaborations with Libraries, Library and Museum Collaborative Projects, Collaborations with Native Americans, Literacy, and Conservation. Funds are also invested in statewide programs such as continuing education, scholarships for professional training, and support for interlibrary resource sharing. A sampling of significant projects includes:

Books for Rural Libraries - this project provided a resource-sharing network between rural and metro libraries in Arizona. With this program, smaller libraries with insufficient budgets expanded their collections with items they could not afford to purchase. Larger libraries, which sell good condition used materials, were compensated for sharing resources. One participating group, Mesa Friends, has described the Books for Rural Libraries project as "a win-win situation for everyone involved."

Children in Poverty (CIP) – nearly half a million dollars purchased materials for libraries serving economically challenged urban and rural areas. All fifteen Arizona counties requested and received CIP funds as did 7 of the larger metro libraries based on population, relative family income and program ideas. In Navajo County, librarian Merla Sauwen said, "on Election Day we polled the town... There was an overwhelming positive response to the question asking if the library was useful to their children. Having new books and weekly story time (funded through CIP) are part of the reason for this positive response."

Arizona Reading Program (ARP) - this is a part of the Arizona Reads project, a collaboration between the Arizona Humanities Council and the Arizona State Library, Archives and Public Records. Arizona Reads directs three separate programs which promote books, reading, and literacy for Arizonans of all ages. ARP provides materials and technical resources that help public libraries plan and promote reading programs for children and young adults during out-of-school times.

Rock Art Adventures – In March 2000 and as a tie into Archeology Month, the Foothills Library sponsored a joint educational venture with the Deer Valley Rock Art Center. The Rock Art Center lent the library a freestanding exhibit about petroglyphs and preservation that was displayed in their lobby through the month of March. Among the schedule of events was a petroglyph contest for children. Collaborations are expected to continue each March and the library will also use their materials each November during Native American month.

GladysAnn Wells, Director

May 9, 2001

Dear Legislator:

With many thanks to all of you, we would like to share some news on recent events.

State Library Publishes Book on the Capitol and Creates Special Centennial Web Site

The Arizona State Library, Archives and Public Records has published the book, *Under the Copper Dome: The Arizona Capitol 1898–1974*, in celebration of the centennial of the Arizona Capitol building. Michael Carman, Director of the Museum Division, researched and wrote this first in depth study of the structure that served as the capitol for the Arizona Territory, then later for the state. Based on materials from the Arizona State Archives as well as other archival collections from California, Texas and Mississippi, *Under the Copper Dome* follows the site acquisition in Phoenix and its development as a suitable location for the territorial capitol. The book covers the construction period as well as the furnishing of the building. The book, completed in March of 2001, is on sale in the Capitol Museum gift shop.

We invite you to join the celebration by visiting our Capitol Centennial Web Site at <http://azcapitol.lib.az.us>. It consists of four virtual tours of the capitol's history.

Archives Building

As you all know, the funding for the new archives building has been approved, although delayed, and we owe a debt of gratitude to each of you and to all of the people who offered their time and talent in raising the critical awareness for this project. In particular, we want to thank the Friends of the Arizona Archives (FAZA), the Arizona Library Association (AzLA), the Museum Association of Arizona (MAA), the Arizona Humanities Council (AHC), Channel 8, Channel 15, and the *Arizona Republic*. Although we share everyone's disappointment in the one year delay, we look forward to the eventual construction and the opening of this facility. We will continue to re-direct resources to prepare for construction. We are eager to perfect the design of a building that will provide for the treatment of archival materials, the custody and protection of historical papers, federal documents, state documents, and museum artifacts.

GovSpot.com

The State Library is now featured on GovSpot.com (<http://www.govspot.com>). GovSpot.com is a non-partisan information portal that simplifies the search for the best and most relevant government information online. It makes it easy to find the best government Web sites and documents, facts and figures, news, political information and more.

Goddard Papers

We are pleased to announce that former Governor Samuel P. Goddard has donated his official papers to the State Library's History and Archives Division. The addition of Governor Goddard's records, documenting his administration from 1965-1967, will fill in critical gaps in our collection. Archives staff are organizing the papers for use. The collection is expected to be open within the next five months.

Grants

We have begun a fundraising drive in an effort to leverage funding from national foundations for the continued rehabilitation of the Arizona Capitol. Mark W. Killian, former Arizona Speaker of the House and former Chair, Arizona Board of Library and Archives, chairs the campaign.

During the spring of 2001, the State Library has completed grant applications to the following two programs:

America's Treasures

We have submitted a proposal for \$276,950 to the Department of Interior's Save America's Treasures grant program. The purpose of the program is to protect structures of historical significance to the nation. The Arizona State Capitol building has been on the National Register of Historic Places since 1974. If we are successful, funds will be used in renovation of the south wing of the capitol. Some of the items in the project include stone work repairs and re-pointing, lead paint and asbestos abatement, window repair and re-glazing and flat area roof repairs. Awards will be announced in July 2001.

Challenge Grant

Plaster repairs, a fresh coat of paint, lighting equipment, and computerized climate control. With the help of a Challenge Grant from the National Endowment for the Humanities, these items may be possible for the Senate Wing of the Arizona Capitol Museum. On May 1, 2001, the Arizona State Library, Archives and Public records submitted a grant request of \$294,968 to assist in this effort. If we are successful, the museum will receive the funds over a period of two years. The awards will be announced in November 2001.

Native American Conference – Mesa

Supporting and serving as the fiscal agent, the Arizona State Library, Archives and Public Records has been awarded a third \$202,675 National Leadership grant from the Institute of Museum and Library Services. The grant provides for the planning, development, implementation, evaluation, and dissemination of a national conference targeting tribal libraries, museums, and archives. The conference will build on the foundation already laid by the previous grants that focused on tribal libraries, museums and archives from five western states: Arizona, Colorado, New Mexico, Nevada, and Utah. The tentative location is the Mesa Convention Center from May 8-10, 2002. This project is being managed with the Arizona State Museum, University of Arizona, one of the partners in the grant. Additional information can be obtained from Alyce Sadongei, Project Director at (520) 621-4500.

2001 Convocation

On March 4-5, 2001, we hosted the third annual Arizona Convocation in Prescott, Arizona. The Convocation, funded through the Library Services and Technology Act (LSTA), helped to build a community of Arizonans who collect, manage, and protect the objects, documents, maps, photographs, and other materials that form the state's cultural legacy. Librarians, archivists, museum and records professionals, and others from around the state met to share information about collections, discover opportunities for collaborative projects, and to find ways to improve public access to Arizona collections. This year's gathering of 190 professionals began with a keynote address by Arizona Secretary of State Betsy Bayless and opening remarks by Senator Darden Hamilton. Next year's Convocation will be March 3-4, 2002 in Tucson.

E-Records

The Arizona State Library, Archives and Public Records is working with the Office of the Secretary of State and other state agencies to begin developing an electronic records management program supported by a small grant. The state library will convene the founding meeting of the Arizona 'Lectronic Records Taskforce (ALERT) this month, bringing together policy makers and information technologists from several state agencies, as well as leading figures from other states' electronic records programs. Secretary Bayless and Representative Hatch-Miller will speak to meeting participants. The group will help the Records Management Division begin designing an electronic records program that ensures Arizona government will have authentic, trustworthy, and complete electronic records that are well-organized and accessible.

GladysAnn Wells, Director

June 26, 2001

Dear Legislator:

In honor of the 4th of July, we would like to share some news on recent events.

Exhibit Opening at the Arizona Capitol Museum

Arizona's Favorite Uncle, a new exhibit on the American icon, Uncle Sam, will open with a reception on July 3, 2001. The reception, from 1pm to 3 pm, will feature apple pie and patriotic music, as well as an early look at this yearlong exhibit. The exhibit fits within the Capitol Museum's mission to promote citizenship by encouraging the examination of our political symbols and their evolution over time. The exhibit and reception will be on the 4th floor rotunda. We hope that you will all consider attending with your families, or visiting the exhibit later in the year. For more information, please call the Arizona Capitol Museum at 602-542-4675 (parking may be a challenge as preparations for the fireworks will be underway).

Thank you from the Museum

The staff of the Museum Division would like to thank each of you for meeting with students from your district who visited the Arizona Capitol Museum. This year exceeded all others in the number of students able to meet their legislator--45% of the students (6,394 of 14,195) visiting the Arizona Capitol Museum met with their legislators. Last year only 23% of the students (2,897 of 12,691) met with their legislators. We would also like to extend a special thank you to the many members who graciously met with students from outside their districts. Those students will remember it for years to come...your time helped make civic lessons more real!

Harmon Library Outreach Programs

On Wednesday June 13th, the first of a series of three Harmon Library collaborative outreach programs was held. Thirty-five students from the Phoenix Parks and Recreation summer camp attended. The children ranged in age from 6 to 10 and were a wonderfully motivated group. The next program will be on July 26th. Harmon Library is transporting the children to the Arizona Hall of Fame Museum. Museum staff will present a story (*Coyote Places the Stars*) and will provide activities relating to astronomy.

ALERT – Arizona ‘Lectronic Records Taskforce

Secretary of State Betsey Bayless, Representative Jeff Hatch-Miller, and GITA Director Rick Zelznak helped the kick-off meeting of this exciting new task force on May 24th. More than fifty people attended this meeting, including ten Legislative members. E-commerce depends on e-government and e-government requires reliable, authentic, and trustworthy e-records. The taskforce has three objectives to address the challenges of e-records: (1) To ensure that record keeping systems which store electronically meet government administrative, legal and fiscal needs and that records of archival value are preserved; (2) To provide input on rules, regulations, policies, procedures, workshops, and literature relating to electronic records management; (3) To work with the State Library in the implementation of an effective electronic records component within the existing program of the State Library's Records Management Division.

Appointment to Arizona (E-Government) Web Portal Advisory Committee

I have been appointed to the Arizona (E-Government) Web Portal Advisory Committee. Comprised of both public and private sector participants, the Web Portal Advisory Committee will provide input and contribute to oversight for portal related activities.

Faculty Special Award of Merit

The faculty of the Graduate School of Library and Information Science from the University of Illinois at Urbana-Champaign awarded Richard Pearce-Moses, of our staff, the *Faculty Special Award of Merit* to recognize his extraordinary contributions, especially his innovative and generous service to students, faculty and staff beyond the parameters of his job.

State Library Director Elected President to Western Council

I was recently elected as President to the Western Council of State Librarians. The Western Council is a professional membership organization dedicated to the improvement of libraries and information service delivery in the Western States through communication and cooperative efforts.

Term as Chair Completed

Linda Montgomery, Director of the Braille and Talking Book Library, recently completed her term as Chair of the National Library Service Western Conference of Librarians Serving the Blind and Physically Handicapped. The bi-annual conference was held May 17-19 in Salt Lake City, Utah, and this year was held jointly with librarians from the Midlands area. Twenty-eight states were represented by librarians from forty-nine regional and sub-regional libraries affiliated with the National Library Service, Library of Congress.

Farewell and Congratulations to Library Development Consultant

With sadness and yet with the best of wishes, we bid farewell to Mary Johnson of our Library Development Division. Mary left the State Library on June 25th to become the Library Operations Manager at the Scottsdale Public Library. Her accomplishments on behalf of the State Library include helping Arizona's libraries obtain \$1.9 million in discounts through the E-Rate Program. Additionally, she played a key role in the roll out of the Bill and Melinda Gates Foundation funding which had an enormous impact on placing computers in Arizona libraries. Mary was also responsible for maintaining the agency's strategic plan and compiling new, accurate performance measures. In addition, she helped build a revitalized employee recognition program.

Happy 4th of July,

GladysAnn Wells

September 19, 2001

Dear Legislator:

We would like to share some news on recent events.

New Archives Building

Thank you all for the approval of the Polly Rosenbaum Archives Building. The response to the request for proposals from architects/engineers has been very strong. More than fifty representatives from firms attended the pre-proposal conference on August 14, 2001, and a good group of proposals have been submitted. A selection committee will interview the top finalists.

Since 1997, we have reported to the Library Board on storage and preservation needs for the agency's documents, publications and artifacts. Our 1999 Sunset Review also pointed to the critical condition of collections. A staff planning committee reported specifications for a new building in a January report shared with all legislative committee members who reviewed the building request. We took into account every phase of archival programming: environmental controls, security for collections and the public's needs. We met with a wide range of client groups, and ADOA has told us that we are well prepared for this project.

To meet our responsibility to serve all of our constituents from the legislative, state and local governmental agencies as well as the legal, educational, general research, archives, library and museum communities, we have enunciated and built consensus behind these functional priorities for the new facility:

- Protect unique materials now in custody of the State Library, Archives and Public Records.
- Provide capacity to receive and to protect those unique materials for which we have statutory responsibility, but which are not in custody.
- Provide the first major not-for-profit treatment facility for Arizona government materials and other unique research materials.
- Provide a state-of-the-art laboratory for repair and conservation of those materials.
- Enhance research access to unique materials through the use of emerging technologies.

O'Connor Papers

A new, detailed guide to the legislative papers of Supreme Court Justice Sandra Day O'Connor is now available in the History and Archives Division. When Justice O'Connor left the Arizona State Legislature, she donated five boxes of valuable correspondence and materials that deal with education, the environment, flood control, tax limitation, the Equal Rights Amendment and more. The papers are available for public use in the Archives.

***Museum Ed-Ventures* Resource Guide**

In an effort to keep the citizenry informed of the very best programming in the humanities and in the sciences, over 1500 *Museum Ed-Ventures* guides have been distributed to public, private, and charter schools and home-schooled students in Arizona. Additionally, scout troops, the YMCA, and other civic organizations were among those who received this valuable resource developed by Larry Warner of the Museum Educators Council of Arizona. This publication was supported in part by funding from our Library Development Division. The guide provides information on Arizona museums, libraries, parks, monuments, and cultural institutions and was designed to help teachers locate and plan educational experiences for Arizona youth. To learn more about museums in Arizona, please contact the Central Arizona Museum Association (CAMA) web site at <http://www.azcama.com>

Government Information Locator System (GILS)

The State Library is continuing its efforts to increase electronic access to state agency publications. Currently, we are working with IBM and the Government Information and Technology Agency (GITA) to improve the initial launch page for Arizona@Your Service. As a member of the Arizona (E-Government) Web Portal Advisory Committee, I have had an opportunity to emphasize the importance of this project. The Government Information Locator System (GILS) is one of the search engines Arizona citizens will be using to locate the state pages. The State Library will soon be answering all non-technical questions sent to the portal by users. We are committed to providing access to information about Arizona and to presenting a positive impression of the state through all of our connections to this web portal.

Humanities Council Award

The Arizona Humanities Council (AHC) has selected the State Library to receive the fourth annual "Friend of the Humanities Award." The presentation will be made Tuesday evening, October 16, 2001, at the Lorraine W. Frank Lecture at The Heard Museum in Phoenix. This year's lecture will be given by Stewart Udall. This award is given to a person or institution that has provided more than routine assistance to AHC over the years in bringing the humanities to the public. The AHC Board was especially appreciative of the efforts of the State Library on behalf of the HB2206 Cultural Heritage Development bill. The Arizona Humanities Council has indicated that it "looks forward to continuing these and other valuable collaborations with (the State Library) in the future, and it will be a pleasure to present this award to one of AHC's finest friends."

ALERT Meeting

We continue to develop plans to ensure that the records of e-government are managed effectively and economically, and that Arizonans have the same confidence in e-records that they have in paper records.

We have invested considerable time this summer researching what other states are doing.

Although archiving e-records remains a daunting challenge, we're excited to have developed what we believe to be a practical model to manage electronic records that are active for several years. We'll be presenting this model to the Arizona 'Lectronic Records Taskforce (ALERT) on Thursday, October 11, 2001. We look forward to working with taskforce members to improve this model.

GladysAnn Wells

“POLLY” AWARD

The Polly Rosenbaum award was established in 1999 in recognition of Polly’s tireless support for libraries, museums, archives, and the preservation of Arizona’s rich cultural history.

This award connotes a special recognition of elected or appointed officials not on the current Library Board who cherish Arizona’s rich cultural resources and support the work of the Arizona State Library, Archives and Public Records.

Nominations are made by employees of the Arizona State Library, Archives and Public Records, and the members of the Friends of Arizona Archives and Arizona State Capitol Museum Guild.

The Selection Committee includes one professional staff person from each agency division, one representative from the Friends of Arizona Archives, and one representative from the Arizona State Capitol Museum Guild. Agency Division Directors chair the committee on a rotating basis.

The “Polly” Award is presented annually on Statehood Day or a date determined by the agency Director. Winners receive a small plaque.

2001 “Polly” Award

The 2001 “Polly” Award was given to Michael Braun during the Statehood Day ceremony on February 14, 2001 in recognition of his demonstrated sincere interest in, and public commitment to the agency. His interest and support in both helped staff do their jobs better and assisted the agency help cultural institutions statewide.

Agency staff resoundingly endorsed Mr. Braun as the 2001 “Polly” Award recipient. Staff commented on his help as they struggled to acquire an on-line catalog. He provided a networking expert to assist in the complexities of implementation and an attorney to assist in the difficult contract negotiations.

Legislative Council staff volunteered to help the agency pilot its first legislative digitization project, the legislative bill folders. Mr. Braun advocated construction funds for the museum and fiscal support for museum projects. Staff described him as helpful, available, participatory, and supportive of their work.

Mr. Braun’s enthusiastic support of the agency mirrors the example of Polly Rosenbaum. His continuing efforts to help the agency in its mission to provide access and preserve Arizona are treasured by all.



“TURTLE” AWARD

The “Turtle” Award, named fondly for the agency logo’s perceived likeness to a “turtle” was established in 2000.

The “Turtle” Award connotes a special recognition annually to a non-governmental individual and organization, and to one member of the agency staff, who cherish Arizona’s rich cultural resources and support the work of the Arizona State Library, Archives and Public Records.

The “Turtle” Award is presented annually at the Arizona Convocation of librarians, archivists, museum professionals, historians, genealogists, records managers, preservationists, conservators, and others responsible for and interested in preserving Arizona’s cultural heritage.

The Convocations help build a community of Arizonans who collect, manage, protect and cherish the records, maps, objects, publications, photographs, and other materials that form the state’s cultural legacy. The Convocations enable these individuals to share information about their collections and programs, to discover opportunities for collaboration and resource sharing, and to promote public access to the books, records, and objects of Arizona’s past.

The Director of the Arizona State Library, Archives and Public Records selects the two annual recipients of the “Turtle” Award. Winners receive a certificate and the agency’s logo “Turtle” lapel pin.

2001 “Turtle” Awards

The 2001 “Turtle” Award were presented to Dr. Dan Shilling and the Arizona Humanities Council, and to Dr. Melanie Sturgeon at Convocation 2001 in Prescott, March 4-5, 2001.

Dan Shilling

Dr. Dan Shilling, Director of the Arizona Humanities Council, received the “Turtle” Award for unfailing political support of the State Library; attendance at all of the Arizona Convocations; leadership supporting cultural institutions throughout the state, and collaboration such as the *Arizona Reads* Program.

Melanie Sturgeon

Dr. Melanie Sturgeon, Director of the agency's History and Archives Division received the "Turtle" Award for infinite patience in chairing the agency's Executive A & B Team's work; capable leadership in the work of the History and Archives Division; and for her attention to detail without losing her vision for her work and for our agency.

LEGISLATION PROPOSED/PASSED – 2001
45th Legislature – First Regular Session

SB1118 - State Archives Building
(same language as HB 2208)

Sponsors

Senators: Hamilton, Guenther, Solomon, Gerard, Richardson.
Representatives: Cardamone.

Co-Sponsors

Senators: Aguirre, Bee, Bennett, Cummiskey, Hartley, Mitchell, Smith.

Overview

Authorizes the Director of the Department of Administration (DOA), subject to the approval of the Joint Committee on Capital Review (JCCR), to enter into a lease-to-own agreement for the construction of a state archives building located on the Capitol Mall.

Background

Arizona state records are housed in a section of the Capitol built almost 70 years ago. In 1983 the Arizona Historical Records Needs and Assessment Project found that the state archives had exceeded capacity and failed to meet modern archives standards. It recommended that a new state archives building be constructed as soon as possible.

In 1999, the National Conference of State Legislatures conducted a sunset review of the renamed Arizona State Library, Archives and Public Records. Its 1999 report recommends an expansion of storage space and enhanced environmental controls and fire safety installations. Due to the lack of space, Arizona has destroyed at least 100,000 cubic feet of records.

In 2000, S.B. 1063 was passed granting authority for DOA to enter into lease-to-own agreements for two buildings. Similar to S.B. 1063, S.B. 1118 will issue a request for proposal to the development community for the planning, design, construction, operation and maintenance of the building. Proposers will present their respective plan with an accompanying lease cost for the term of the lease. DOA will make annual lease payments for the term of the lease to the developer/manager. At the conclusion of the lease term, the state will own the building.

The fiscal impact of this legislation is unknown.

Provisions

1. Authorizes the Director of DOA to enter into a lease-to-own agreement for the construction of a state archives building located on the Capitol Mall.
2. Requires JCCR to review the lease-purchase agreement before the transaction takes effect.
3. Specifies authorized conditions of the lease agreement.
4. Exempts the buildings from property taxation during construction and while occupied by the state for governmental activity.
5. Provides for a general effective date.

Outcome of Legislation

SB1118 became a striker bill on April 18, 2001 in the House Appropriations Committee when financing of the State Archives Building was added to HB 2632 – Capital Outlay Appropriations bill.

SB1578 – General Appropriations (Same language as HB2631)

Sponsors

Senators: Solomon, Bee, Brown, Cirillo, Cummiskey, Gnant, Nichols, Rios, Verkamp

Co-Sponsors

Senators: Hellon

Overview

SB1578, the General Appropriations Act, appropriates funds from the state General Fund (GF) and from other appropriated state funds (OF) in fiscal year 2001-2002 (i.e. FY2002) and appropriates funds from the GF and from OF in fiscal year 2002-2003 (i.e. 2003) to fund the maintenance and operations of all state agencies and the public schools.

Agency Budget

The budget has a provision for salary increases for agency staff to bring them in line with comparable salaries in state government. State Grants-In-Aid remain at current level.

<u>Fiscal Year 2002</u>		<u>Fiscal Year 2003</u>	
General Fund	Other Fund	General Fund	Other Fund
7,888,800	308,700	8,182,100	308,700

Provisions

1. Includes \$787,800 GF increase over the biennium for salary increases for various positions whose salaries are below market rates, \$350,500 GF increase over the biennium for equipment and research service contracts, and \$30,000 GF in FY 2002 for digitization of the archive catalog.
2. Continues the \$300,000 GF for state grants in aid to urban, rural and tribal libraries begun by Laws 2000, Ch. 298.
3. OF decrease reflects elimination of one-time FY 2001 equipment funding in the Public Records program.
4. Adds \$20,000 GF each year for a Radio Reading Service for the Blind to extend service to the Yuma area.

Outcome of Legislation

HB2631 was substituted for SB1578 on April 12, 2001.

SB1579 – Capitol Outlay Appropriations (Same language as HB 2632)

Sponsors

Senators: Solomon, Bee, Brown, Cirillo, Cummiskey, Gnant, Nichols, Rios, Verkamp

Co-Sponsors

Senator: Hellon

Overview

Makes capital appropriations of \$5.3 million from the state general fund and \$336.5 million from other funds in fiscal year 2001-2002; and \$4.1 million from the state general fund and \$343.3 million from other funds in fiscal year 2002-2003 for planning, building renewal and capital outlay projects.

Provisions

Appropriates \$1.6 million from the state general fund in FY 2002-2003 to ADOA for the lease-purchase cost of the design and construction of a new state archives building named after Polly Rosenbaum. Of this amount, \$110,000 and two FTEs may be

allocated annually to oversee the project until its completion. (Certificates of Participation may not exceed \$20 million.)

Outcome of Legislation

SB1579 was substituted for HB2632 on April 12, 2001.

HB2041 – Uniform Computer Information Transaction Act

Sponsors

Representatives: Hatch-Miller, Marsh, Cooley, Valadez

Co-Sponsors

Representatives: Anderson, Brimhall, Carruthers, Cummiskey

Overview

HB2041, the Uniform Computer Information Transaction Act (UCITA), would govern all transactions involving computer software, electronic databases, downloaded books and some entertainment products. UCITA establishes a new commercial code for the emerging information economy. UCITA is designed to harmonize the law regarding computer information transactions by providing default rules and for help interpreting the provisions of the license.

UCITA was first proposed on August 30, 1999 in the National Law Journal, by the National Conference of Commissioners on Uniform State Laws (NCCUSL). NCCUSL's mission, along with the American Law Institute (ALI), is to draft uniform and model laws and work toward their enactment in state legislatures. UCITA first began as a series of proposed amendments to the Uniform Commercial Code (UCC), these amendments were referred to as UCC Article 2B. These amendments stemmed from a judicial need to address specifically in statute modern issues dealing with the licensing of products and intangible goods. The proposed UCC amendments reflect a need to create statutes that deal with the market shift from the sale of goods to a growing number of situations where goods in our modern economy are leased or licensed.

The ALI withdrew from the drafting process when it failed to reach consensus with NCCUSL about the scope and wording of the amendments. NCCUSL renamed the proposed UCC Article 2B "UCITA" and proposed it independently of the ALI.

Representative Hatch-Miller has sponsored several open UCITA work groups throughout the session allowing the concerns and commentary of affected groups to be voiced and constructively addressed. Throughout these discussions four major concern have been identified:

- Fair Use – the ability to copy, lend or distribute media

- Shrink-Wrap Licensing – the enforcement of past-purchase contracts
- As-Is – the limiting of user’s criticism
- Self-Help – the ability of the licensor to disable the licensee’s software

UCITA was sent to the legislatures of all U.S. states and territories for their consideration in July of 1999.

A UCITA working group was formed to determine areas of agreement and disagreement among stakeholders. Stakeholders, expressing public sector, private sector and consumer interests, have participated in a series of meetings where key points have been explored and debated.

Outcome of Legislation

1. The House Energy, Utilities and Technology Committee heard the bill on an “information only” based, limiting testimony to only invited speakers asked to educate the members of the committee and public on the four identified issues.
2. The bill was held in the House Energy, Utilities and Technology committee on February 28, 2001.
3. A report was sent to the NCCUSL to make the concerns of Arizona consumers known.

HB2206 - Appropriation; Cultural Heritage Development

HB2206 appropriates \$1 million from the general fund to the Arizona State Library, Archives and Public Records [agency] for cultural heritage grants, database licensing, staff positions, convocations, workshops and training.

Sponsors

Representatives: Carruthers, Allen, Carruthers.
 Senator: Guenther

Co-Sponsors

Representatives: Cannell, Carpenter, Cheuvront, Miranda. Senator: Bundgaard

Overview

HB2206 makes a one-time allocation of \$1 million to agency in an effort to protect Arizona’s resources and invest in its libraries and museums so that they will help expand the economy. HB 2206 provides for agency and the Arizona Humanities

Council to provide the training and resources to enable more libraries and museums to participate in the economic development of Arizona.

Provisions

1. Provides an intent clause.
2. Appropriates \$1 million from the general fund in FY 2001-2002 to agency and designates the monies be used as established by the director in cooperation with the Arizona Humanities Council for the following purposes:
 - Two library-museum cultural heritage convocations [\$100,000]
 - 25 library-museum cultural heritage partnership grants [\$2,000 ea/\$50,000 total]
 - Three staff development workshops in cultural heritage tourism [\$150,000]
 - Arizona library economic development centers including \$75,000 for economic database licensing and \$25,000 for economic collection and training materials [\$100,000 total]
 - Museum product design and development including \$5,000 for planning grants,
 - \$10,000 to \$50,000 for general grants, and \$100,000 for one capstone grant [\$500,000 total]
 - Administrative expenses including two staff positions [\$100,000]
3. Exempts appropriated monies from lapsing of appropriations.

Outcome of Legislation

The bill was vetoed by the Governor on May 7, 2001 due to concern of lower than projected state revenues.

HB2208 - State Archives Building

Sponsors

Representatives: Huffman, Carruthers, Miranda, Allen.
Senator: Guenther

Co-Sponsors

Representative: Cannell

Overview

Authorizes the Director of the Arizona Department of Administration (ADOA), subject to the approval of the Joint Committee on Capital Review (JCCR), to enter into a lease-to-own agreement for the construction of a state archives building located on the Capitol Mall.

Background

Arizona state records are housed in a section of the Capitol built almost 70 years ago. In 1983 the Arizona Historical Records Needs and Assessment Project found that the state archives had exceeded capacity and failed to meet modern archives standards. It recommended that a new state archives building be constructed as soon as possible.

In 1999, the National Conference of State Legislatures conducted a sunset review of the renamed Arizona State Library, Archives and Public Records. Its 1999 report recommends an expansion of storage space and enhanced environmental controls and fire safety installations. Due to the lack of space, Arizona has destroyed at least 100,000 cubic feet of records.

In 2000, S.B. 1063 was passed granting authority for ADOA to enter into lease-to-own agreements for two buildings. Similar to S.B. 1063, H.B 2208 will issue a request for proposal to the development community for the planning, design, construction, operation and maintenance of the building. Proposers will present their respective plans with an accompanying lease cost for the term of the lease. ADOA will make annual lease payments for the term of the lease to the developer/manager. At the conclusion of the lease term, the state will own the building.

While a fiscal impact to the state general fund is possible, it is unlikely because of the lease purchase payments.

Provisions

1. Authorizes the Director of ADOA to enter into a lease-to-own agreement for the construction of a state archives building located on the Capitol Mall.
2. Requires JCCR to review the lease-purchase agreement before the transaction takes effect.
3. Specifies authorized conditions of the lease agreement.
4. Exempts the buildings from property taxation during construction and while occupied by the state for governmental activity.
5. Provides for a general effective date.

Outcome of Legislation

HB2208 became a striker bill on April 3, 2001 in the Senate Appropriations Committee when financing of the State Archives Building was added to HB2632 – Capital Outlay Appropriations bill.

HB2429 – Information Systems Security Information; Confidentiality

A new section is added to the public records code specifically making information systems security information confidential; \$180K is appropriated to the Arizona State Library, Archives and Public Records for developing policies, procedures and techniques to ensure continuing access to state electronic records while assuring their security, authenticity, and integrity. Title 39.

Sponsors

Representatives: Foster, Chase, Miranda.
Senators: Hartley, Solomon

Co-Sponsors

Representatives: Avelar, Cardamone, Norris, Sedillo.
Senators: Aguirre, Gerard, Lopez J

Overview

HB2429 requires that state information system security data is to be kept confidential. The bill establishes whom shall have access to systems information as well as the agency responsible for maintaining information systems security information.

Provisions

1. Provides that data relating to a state information security system is confidential.
2. Establishes that a state agency in control of an information system must maintain confidentiality with regard to the system's security features.
3. Requires that a third party that has contracted with a state agency to place information on an information system not under that agency's control, must maintain confidentiality with regard to the system's security features.
4. States that the information security information may only be shared with information system auditors, law enforcement officials, persons authorized by the director as having a need to know.

5. Provides that one agency receiving records from another agency, which include systems security data must maintain the confidentiality of the information.
6. Establishes that security information that is transferred to the Arizona State Library, along with agency records or data, must be kept confidential.
7. Includes a General Fund appropriation of \$180,000 in FY 2001-2002 to the Arizona State Library, Archives and Public Records for implementing the security provisions in the bill while maintaining continuing access to the state's electronic records.
8. States that the appropriation is exempt from lapsing.

Outcome of Legislation

1. HB2429 was amended in the committee on Energy, Utilities and Technology as follows: Makes clarifying and conforming changes.
2. HB2429 was amended in the Appropriations Committee as follows: Removes the appropriation section of the bill.
3. HB2429 was held in the House Rules Committee.

HB2631 – General Appropriation – Arizona State Library, Archives and Public Records (Substitute Bill - SB1578)

Sponsors

Senators: Bee, Hellon, Solomon, Guenther

Overview

HB2631, the General Appropriations Act, appropriates funds from the state General Fund (GF) and from other appropriated state funds(OF) in fiscal year 2001-2002 (i.e. FY2002) and appropriates funds from the GF and from OF in fiscal year 2002-2003 (i.e. 2003) to fund the maintenance and operations of all state agencies and the public schools.

Agency Budget

The budget has a provision for salary increases for agency staff to bring them in line with comparable salaries in state government. State Grants-In-Aid remain at current level.

<u>Fiscal Year 2002</u>		<u>Fiscal Year 2003</u>	
General Fund	Other Fund	General Fund	Other Fund
7,888,800	308,700	8,182,100	308,700

Provisions

1. Includes \$787,800 GF increase over the biennium for salary increases for various positions whose salaries are below market rates, \$350,500 GF increase over the biennium for equipment and research service contracts, and \$30,000 GF in FY 2002 for digitization of the archive catalog.
2. Continues the \$300,000 GF for state grants in aid to urban, rural and tribal libraries begun by Laws 2000, Ch. 298.
3. OF decrease reflects elimination of one-time FY 2001 equipment funding in the Public Records program.
4. Adds \$20,000 GF each year for a Radio Reading Service for the Blind to extend service to the Yuma area.

Outcome of Legislation

The bill was signed by the Governor into law and is now Chapter 236 of 2001.

HB2632 – Capitol Outlay Appropriations – State Archives Building (Substitute Bill - SB1579)

Sponsors

Representatives: Weiers, Allen, Blendue, Cheuvront, Hatch-Miller, Knaperek, Landrum, Marsh, Pickens, Robson

Co-Sponsors

Representatives: Carpenter, Flake, Hanson, Huppenthal, Jarrett, May, McClure, Somers, Tully

Overview

HB2632, the Capital Outlay Appropriations Act, makes various General Fund (GF) and Other Fund (OF) appropriations in FY 2002 and FY 2003 for the major maintenance and repair (or “building renewal”) of state agency buildings and for new capital projects. HB 2632 also contains other appropriations and miscellaneous provisions dealing with state capital needs as necessary to balance the state’s FY 2002 and FY 2003 biennial budget.

Provisions

Appropriates \$1.6 million GF in both FY 2002 and FY 2003 to ADOA for the Certificate of Participation (COP) costs for the lease-purchase of the design and construction of a state archives building and related infrastructure. HB 2632 also gives the Director of

ADOA the authority to enter into a lease-purchase agreement for the issuance of COPs in an amount not to exceed \$20.0 million for the state archives building. In addition, HB 2632 requires that the building be named after Polly Rosenbaum.

Outcome of Legislation

The bill was signed by the Governor into law and is now Chapter 237 of 2001 – but with a line item veto to eliminate the fiscal year 2001-2002 funding for the lease purchase payments on the new state archives building.